

Contractor Access Account Activation Instructions

- Enter the URL below to access the ***eSuite Online Permit/Inspection portal***:
<https://myinspections.mywinterhaven.com/eSuite.permits/>

City of Winter Haven Permits
Powered by Tyler Technologies

WINTER HAVEN
The Chain of Lakes City

Welcome to the City of Winter Haven Building Department eSuite Online Permit/Inspection Portal!

Click here for: **Contractor Account Activation Instructions**

Public Information Search

To search for permit activity within the City of Winter Haven, use one of the searchable fields below. For better Search Results, Please Begin Search with the Street Number then the first 3 letters of the Street Name, then choose from the selection.

Permit Type

Permit Number

Service Address

Contractor Access

If you have a contractor's account please log in below. If you have previously performed work in the City of Winter Haven but haven't created an account yet, please click on "Activate Account" below. If you are unable to activate your account, or are a new contractor, please contact the City of Winter Haven Building Department at (863)291-5695

Username

Password

[Activate Account](#) - Contractors who are already registered with the city may activate their account online.

[Forgot Password](#) - If you have already activated your account but have forgotten your password, simply click here to reset it.

Please contact the City of Winter Haven Building Department @ 863-291-5695 for help. City of Winter Haven Building Department Address: 490 Third Street NWWinter Haven, Florida 33881

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- ***If you have not previously conducted contracting work within the City of Winter Haven please call 863-291-5695***
- If you are a contractor who is already registered with the city navigate to the ***Activate Account*** link at the bottom of the e-Permits page

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- Next, enter in **Company Identity Verification Information & Contractor Account Profile** for your business.

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Welcome Page

Contractor Account Activation

Please call (863) 291-5695 if Contractor Account Activation fails to authenticate, we will help create your account

Company Identity Verification

Please answer the following questions to help us verify you are an authorized agent.

* Business Name

* Federal Tax ID

I hereby assert that I am an authorized agent of the business described above.

Contractor Account Profile

Please fill in the following information to create your account.

* Desired Username 7-100 letters and numbers only

* Desired Password

* Confirm Password

* Email Address Used for official communications only.

CREATE ACCOUNT

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- Enter in ***Business Name, Federal Tax ID***
 - **Note** – The system should prepopulate your business name, if your business does not show up **please call (863) 291-5695**
- Check the box ***“I hereby assert that I am an authorized agent of the business described above”***
- Finally create a desired ***Username and Password*** for your account
- Under the **Contractor Account Profile** section, enter in ***a Desired Username, Desired Password, Email Address***
 - **Note** – You can only enter one email account per business, we recommend using a generic account that multiple employees can access to receive updates and access your e-Permits portal account.

- Once all information is entered, select the **CREATE ACCOUNT** button

*****Please call (863) 291-5695 if Contractor Account Activation fails to authenticate, we will help create your account*****

- Now you can access your account on the home page by entering your **Username** and **Password** under **Contractor Access**



Building Department eSuite Online Permit/Inspection Portal!

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For more information or help, please contact the City of Winter Haven Building Department @ 863-291-5695 for help.