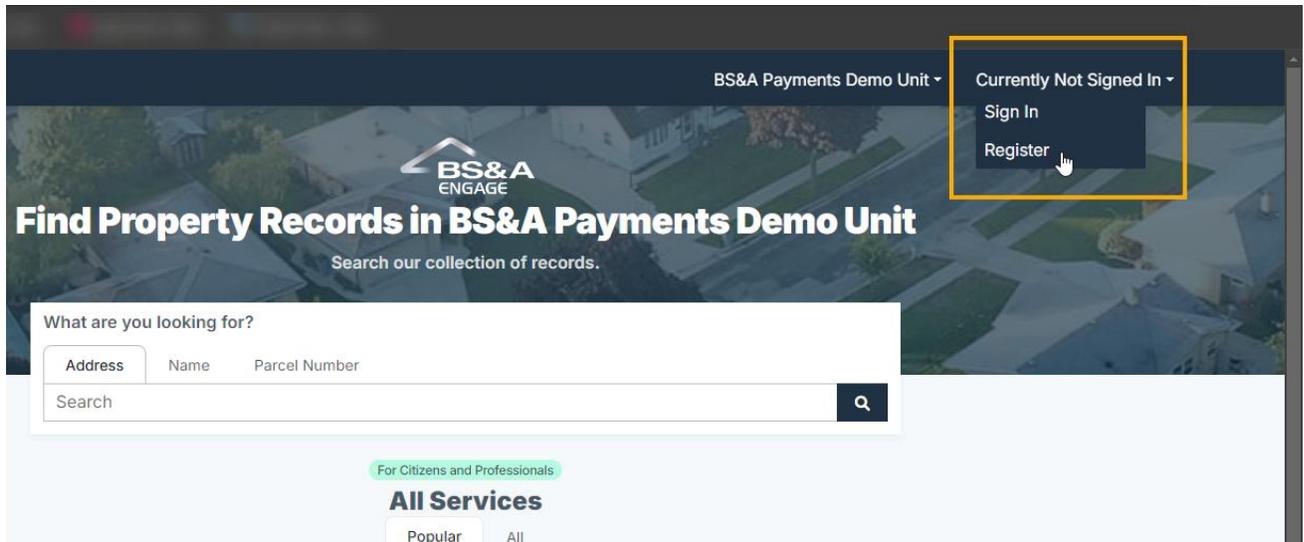
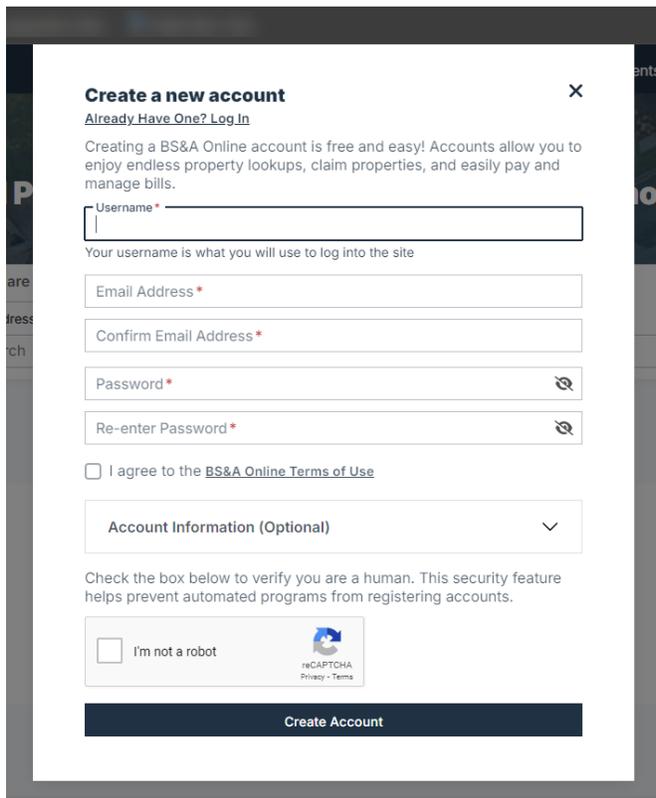


BS&A Online: Creating an Account

1. Click the link on your municipality's website
2. Click Currently Not Signed in > Register



3. Fill in the Create a New Account form and click Create Account

A screenshot of the 'Create a new account' form. The form title is 'Create a new account' with a close button (X). Below the title is a link 'Already Have One? Log In'. The form contains the following fields and elements:

- A text input field for 'Username *' with a note: 'Your username is what you will use to log into the site'.
- A text input field for 'Email Address *'.
- A text input field for 'Confirm Email Address *'.
- A text input field for 'Password *' with an eye icon for visibility.
- A text input field for 'Re-enter Password *' with an eye icon for visibility.
- A checkbox labeled 'I agree to the [BS&A Online Terms of Use](#)'.
- A dropdown menu labeled 'Account Information (Optional)'.
- A checkbox labeled 'I'm not a robot' next to a reCAPTCHA logo and 'reCAPTCHA Privacy - Terms' link.
- A dark blue button labeled 'Create Account' at the bottom.

4. Check your email for a link > click the link to get the Sign In window > enter your Username and Password > click Sign In

Sign in X

If you already have an account through BS&A Online (or through our previous portal, Internet Services), please enter your username and password.

Username
merrilee

Password
.....

Keep me signed in

Sign In

Forgot your username or password? [Click here for help](#)

Create a new account

Don't have an account with BS&A Online, or would like to create a new one?

Create An Account

[Need Some Help?](#)

Frequently Asked Questions