How to Create Your Citizen Self Service (CSS) Account

Use the following link or copy & paste the URL into any computer browser:
https://energov.como.gov/EnerGov_Prod/SelfService#/home

- Here, you enter the email address that you want associated with your account. This email address will be the main contact information used for applying and tracking your permits, plans, & licenses. Things to keep in mind as you set up your account.
  1. Set up a group/office account (email) if you want more than one person to be able to access the information (e.g. staff@engineering.com). This will permit anyone with access to that account to login and view all associated records.
  2. Separate accounts for business versus personal transactions. For example, if you have a plumbing business and you are a master plumber, you will use your business email and business information for an account to apply for your business license. Versus applying for your trade license, you will use your personal email and personal information for an account.
- After entering the email you want associated with your account “Check your e-mail. Click the Confirm email link in the body of the e-mail to move to the next step of the registration process.” directing you to go to the email account which you entered.
Select Register and this screen appears: Then Fill in required fields (denoted by *).

Select Company if this account is for a business.

Stop: Note your password for your personal records, then resume.

The password must be at least 8 characters long with at least one lower case letter, one upper case letter, and one number.

Check the box next to “I’m not a robot” and Select Submit.
Congratulations!
You’re ready to Log in and start applying for plans, permits, and licenses!

- Enter the Email address and Password you just created and Select Log in

After logging in, you will see the home page screen. The Dashboard tab is where you can view and pay fees for Permits, Licenses and Plans.

Functionality and Case Types are continually being added. For CSS questions or problems with Permits or Licenses please call 573-874-7474 and for Plans call 573-874-7239.