LOCATE THE PERMIT ON THE DASHBOARD UNDER THE "MY APPLICATIONS" TAB

CLICK ON THE PERSON ICON W/THE CHECKMARK UNDER THE ACTIONS BOX TO ACCEPT.

App Number 💠	Project Name	Type ;	Sub-Type ;	Status :	Location	Date Created ;	Actions :
MSCR1504-0020	Replace Evaporator Coil	Residential Mechanical	Residential Mechanical Replace	Closed	106 CHANDLER CROSSING TRL	4/30/2015	Q 2,
MSCR1410-0010	Replace HVAc	Residential Mechanical	Residential Mechanical Replace	Closed	2921 CASCADES CV	10/27/2014	Q 2,

OR

IF YOU DON'T SEE THE ACTIONS BOX ON THE SAME LINE, YOU MAY SEE A BLUE CIRCLE WITH A PLUS SIGN. CLICK TO OPEN IT.

App Number	Project Name	Type	Sub-Type	Status 🛊	Location
● MSCR1504-0020	Replace Evaporator Coil	Residential Mechanical	Residential Mechanical Replace	Closed	106 CHANDLER CROSSING TRL
① MSCR1410-0010	Replace HVAc	Residential Mechanical	Residential Mechanical Replace	Closed	2921 CASCADES CV

ONCE OPEN, CLICK ON THE PERSON ICON W/THE CHECKMARK TO ACCEPT.

