Welcome to the new CityOnline page. Here a few steps to help get you started

1. Begin by **signing in with MyID account**. Each User should have a Username and Password related to MyID login details



2. Please provide your Username and Password as applicable To MyID. If you forgot your Username or Password,

you could also recover them as selected below

Calgary	myID
myID sign ເ	up or sign in
INFORMATION Login C Please use your user nam	hange e (and not your email address) to login. You can use 'Forgot UserName' button below for help.
Sign in with so	cial media
Sign in with yo	ur mylD account
Username (required) Password (required)	
Sign in to myID	
Forgot UserName	orgot Password

3. If you have requested for **Username** and **password**, you may use this step otherwise skip to Step 6.

Enter the email address associated with your account below.

ount man (required)	
I'm not a robot	C	

4. If you are new to MyID, you can also **create an account** using this step otherwise skip to step 6.

Calgary
^{< Sign in} myID account sign up
Please provide the following details.
First name (required)
Last name (required)
Email address (required)
Confirm email address (required)
Username (required)
New password
Confirm new password
I have read and agree to the terms of use and privacy policy (required) Privacy Policy Terms of Use
Tim not a robot robertoria.

5. This step is only required if you are creating a new MyID account. The system will send a onetime **passcode** to the email you have provided.

VERIFY E-MAIL We have sent a message to your new myl	
We have sent a message to your new myl	
	D a

6. Once you have signed in into the new COL, you must switch to applicable profile to proceed further.

Please note that transactions on General User would require payment with a Credit card.



Welcome to the new City Online

Active City Online account profiles have been migrated to create myID profiles using each company user with a unique email address has also migrated to myID and a myID username has been created.

To retrieve your new myID profile, click Sign In (myID) on the top right, and Use the *Forgot Username* and then *Forgot Password* at the bottom of the page to retrieve your myID User ID that has been created for you.. To learn more, visit our <u>Frequently asked questions</u> page.



Profiles available to you in City Online:

Subscriber	
Approved Vendor	
Alberta Land Surveyor	
Joint Utility Mapping Project	
Tax Special Agent	
Note: Switching your profile wi shopping cart	ll also switch to a different

7. To Purchase a product, please select the **product navigation** from the page then **select** your product.

 $\underline{\text{Close}} \times$



Property informatio

10 products		
Charles Charles	Reference and and a	
and the second	201797, 2014 States	SHORT, MAN
TANK TANK		STRATT.
and a second sec	The second second	States.
III	- The second sec	-
Assessment Details	Basic Site Information (with MapView)	Building F
\$13.00	\$16.50	\$14.00
Same in	test super-	Casto Ingen
Se-		

8. Once you have selected your products, you may select the **select item** button to proceed.

l Imagery	Services	Documents	RE&DS	MapViewer	Register for a Profile Account		
< Property	Information						
Asses	ssment [Details					\$13.00
Asses	ItyOnine	Details	Property own don't own: Ti information	ners and businesse he City offers fee-fo contained in the As	es may require information on Calgary properties the pr-service access to up-to-date assessment property sessment Details Report for a variety of ourcoses th	y Select	\$13.00
Asses	ItyOnine Record for factor for the second se	Details	Property own don't own. Ti information may include confirming a	ners and businesse he City offers fee-fo contained in the As completing real est isset worth. The Ass	is may require information on Calgary properties the pr-service access to up-to-date assessment property isessment Details Report for a variety of purposes the tate transactions, determining property value, and sessment Details Report has un-to-date assessment	y Select	\$13.00

9. You may use the **drowpdown** menu to for the available **search keys** and provide them. Once you input the Search key,

you must highlight the search key to select it, click Add New Item button then select Add to cart

	1	
Documents	Select Properties	<u>Close</u> ×
	Product Types	List Price
	Assessment Details	\$13.00
etails	 Basic Site Information (with MapView) 	\$16.50
	Building Permit Status	\$14.00
1	Development Permit Status	\$19.00
	EnviroSite	\$125.00
	MapView	\$4.50
	Parcel Key Cross Reference	\$13.00
	Property Tax Information	\$28.00
	Property Tax Statement of Account	\$23.00
-	Identify property by	
ł	Address	¥
	Search Address: (required)	
	1110 PANATELLA BV NW	
	• Use # to denote suite unit	
	+ Add New Item	
calgary.ca/PDA	No properties selected	
		Add to Cart

10. Go to the right-hand page, then select the **shopping cart**

11. Provide Folio number then select Checkout button

	Product value	\$13.
	Estimated shipping	
	Estimated taxes (GST)	
\$13.00	Order total:	\$15.0
	\$13.00	Product value Estimated shipping Estimated taxes (GST) \$13.00 Order total:

12. The Checkout page allows you to provide your **payment details** applicable to you profile. After each section, select **Save and Continue** button to proceed.

Shipping address		Order summary	
Chika Offiah			
82 Panatelia Villas, NW		Product value	\$13.
Calaary		Shipping	
AB		Taxes (GST)	
CAN		Order total:	\$13.0
		Items in your cart: 1	
Delivery option			
Delivery option Electronic F	ee		
Electronic F	88		
Electronic Electronic Save & continue Contact information			

13. This is the **Order confirmation page**; you will receive this once your order is complete.

Order # UW4OQ2G42J6J			
Downloads for this order will be available until Mar 23, 2022		⊆ Ph	ocessing
Assessment Details Adamse: http://AMATELLA.BV.NW	O Processing	Order summary	
	\$13.00	Product value Shipping	\$13.0
		Taxes (GST) Order total:	\$13./
		Taxes (GST) Order total:	