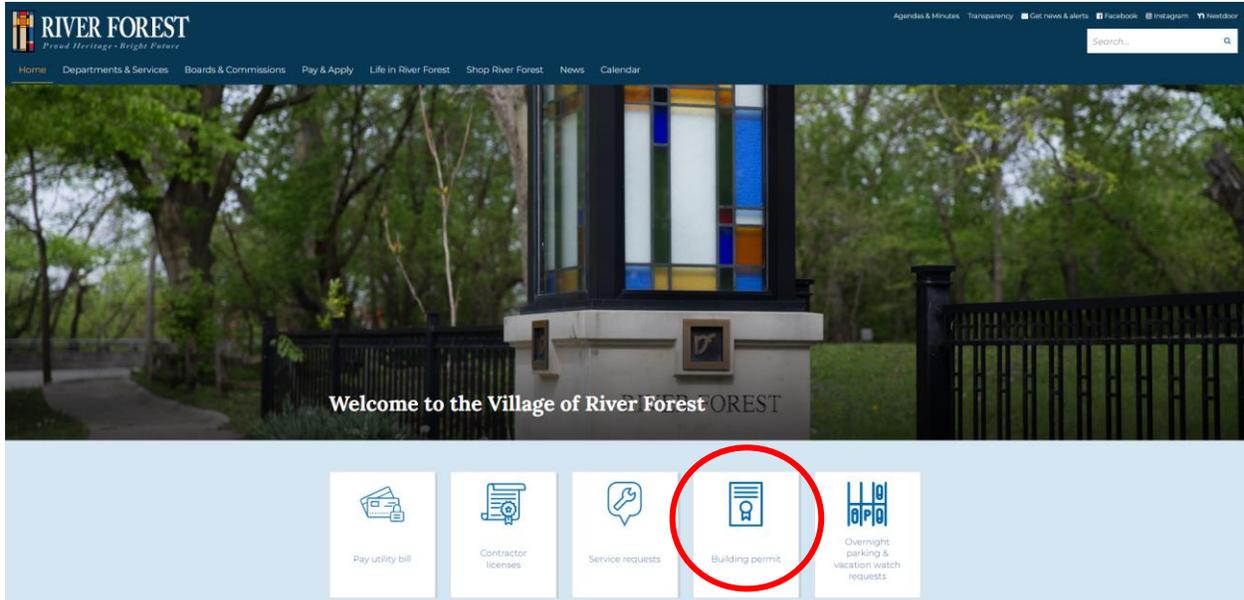


How to submit a new permit application:

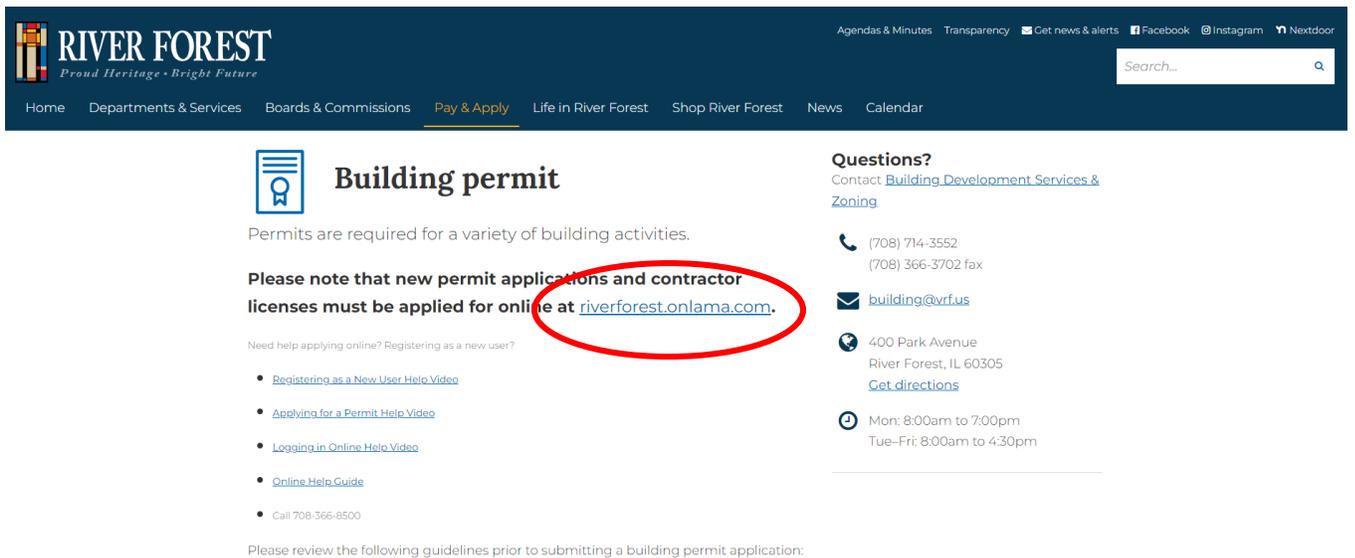
Visit our website: [www.vrf.us](http://www.vrf.us)

From the home page, you can click on the box that reads “Building Permit.”



This will take you to the Building Permits information page. From here, click on the link:

[riverforest.onlama.com](http://riverforest.onlama.com)



Once on the River Forest LAMA page you can click on the Apply for a Permit box:

The screenshot shows the top navigation bar of the River Forest website with the logo, 'Start' and 'Help' links, a search bar, and 'Log in' and 'Register' buttons. Below the navigation is a 'Get Started' section with the instruction 'Click on an item below to get started'. There are eight interactive cards arranged in a 2x4 grid:

- Pay**: Search for payable fees with the new Fee Finder.
- Apply**: Apply for a permit, project, or license. (This card is circled in red in the original image.)
- Report**: Fill out a short form to report a code violation.
- Your Items**: Manage your applications, reports, and requests.
- Contractor Status**: Check your current contractor status.
- Renew**: A quick guide for renewing your license online.
- Inspections**: Search for available inspection scheduling items.
- Open Data**: View and download from the available reports.

Select the permit you would like to apply for, this will take you to the log in page where you will log into your account or create an account. Once you create an account, you can track the progress/status of your permit application:

The screenshot shows the login page of the River Forest website. The top navigation bar is identical to the previous screenshot. The main content area is split into two columns:

- Left Column:** A 'Welcome back!' message followed by a paragraph: 'This place hasn't been the same without you. If you can't remember your account information, the options below may be helpful.' Below this are two links: 'Forgot your password?' and 'Forgot your user name?'. At the bottom, there is a link 'Don't have an account?' with a 'Register' button next to it. This 'Register' button is circled in red in the original image.
- Right Column:** A red error message: 'You must log in to apply.' Below it is the 'Log in.' section with the instruction 'Log in with the credentials you entered when you registered.' It contains input fields for 'User Name' and 'Password', a 'Remember Me?' checkbox, and a blue 'Login' button.