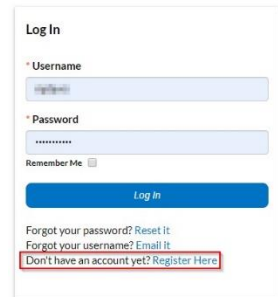


How to Create a CSS Account

Step 1: CSS Website

1. Access the CSS website by going to: energov.cityofmesquite.com
2. Click the **Login or Register** tile located on the home page.
3. **Don't have an account yet?:** click **Register Here**.



The screenshot shows a 'Log In' form with the following elements: a 'Username' field with a placeholder 'username', a 'Password' field with a placeholder 'password', a 'Remember Me' checkbox, a blue 'Log In' button, and three links: 'Forgot your password? Reset It', 'Forgot your username? Email It', and 'Don't have an account yet? Register Here' (the last link is highlighted with a red box).

Step 2: Email Address

1. Beside **Email**, type in your email address.
2. Check the box beside **Please Acknowledge that the information entered is correct and valid**.
3. Click **Next**.
4. You will receive an email. Check your email and verify.
5. Click **Confirm**.



The screenshot shows an 'Email' input field with a 'Next' button to its right. Below the input field, the text 'Email address is required' is displayed in red.

Step 3: Login Information

1. **Username:** enter a username.
2. **Password:** enter a password and confirm the password.
3. Enter all the required fields.
4. Click **Next**.

Step 4: Personal Info

1. Enter all the required fields.
2. Enter your mailing address and click **Submit**.
NOTE: DO NOT USE THE RENTAL PROPERTY ADDRESS.

If you have any questions or concerns, please contact us at:

rco@cityofmesquite.com

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