

ADDING A PROJECT TO YOUR ACCOUNT INSTRUCTIONS

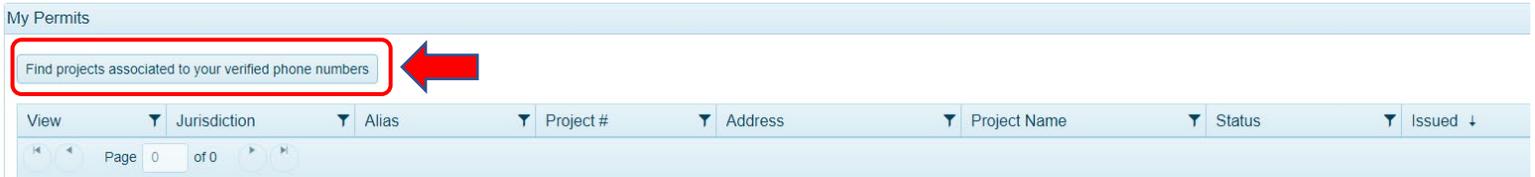
1. Go to mygovernmentonline.org. Login to your account. Ensure you have verified your phone number. If you do not know if your number has been verified, follow the instructions for [phone verification](#). If you do not have an account, create one and verify your phone number with the link above.



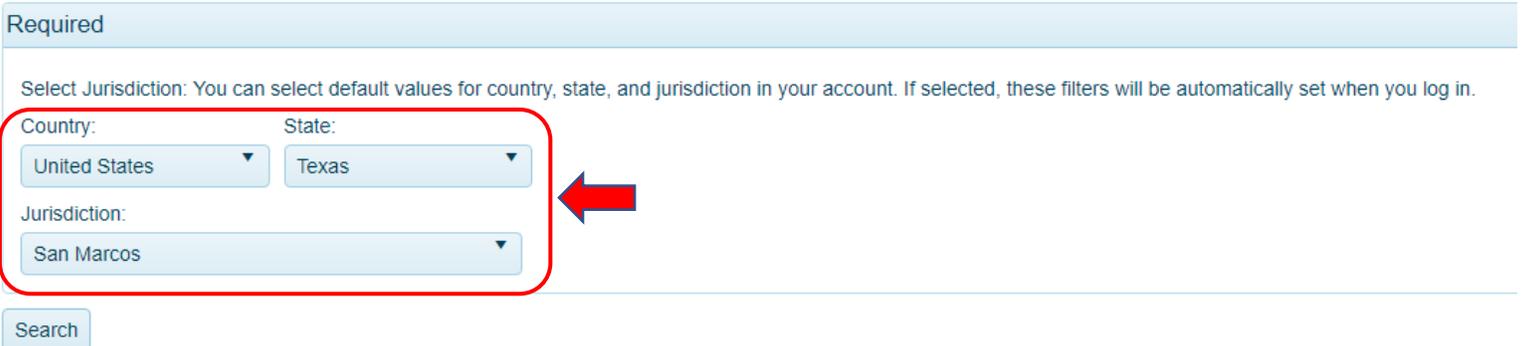
2. Once logged in, click "My Account"



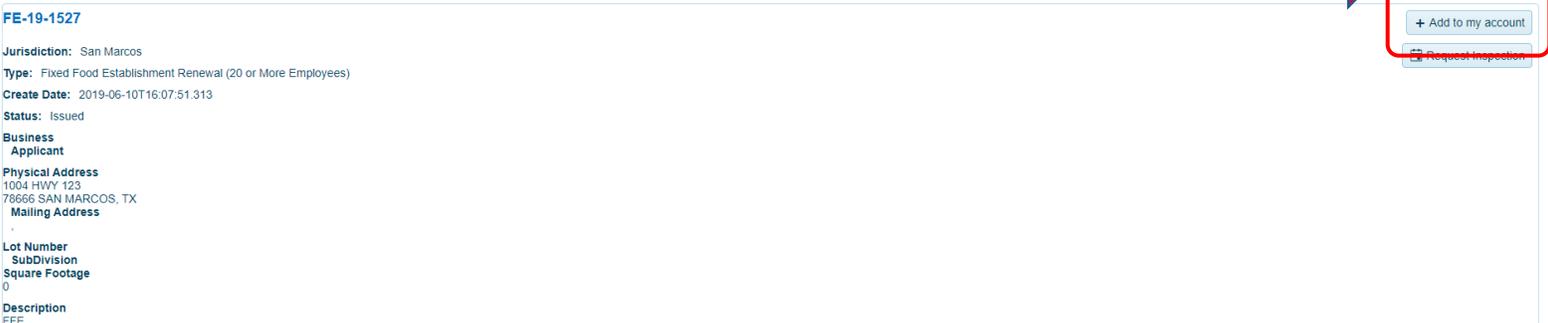
3. Scroll down to the tab "My Permits" and click "Find projects associated to your verified phone numbers"



4. Enter the "United States" "Texas" and "San Marcos" under jurisdiction. Click "Search".



5. All projects associated with your verified phone number(s) will come up. Find the food establishment permit beginning with "FE-" that you are trying to add. Select "Add to my account".



6. Verify the details shown. Select “Add to my account” again.

7. Your project is now added to your account. You may “View Project Details” to [print your permit](#), or [process payment](#). Additionally, you can access your project any time by going to “My Account” and scrolling to “My Permits”