

Instructions for using your SCDOT Customer Account

Thank you for requesting a customer account with the South Carolina Department of Transportation. This account grants you access to the ***Encroachment Permit Management System***.

An email containing your *user ID*, *password*, and a link to the [Encroachment Permit Management System](#) was sent from the SCDOT Customer Service Center.

Click the link.

You will be presented with a login window as illustrated below in Figure 1.

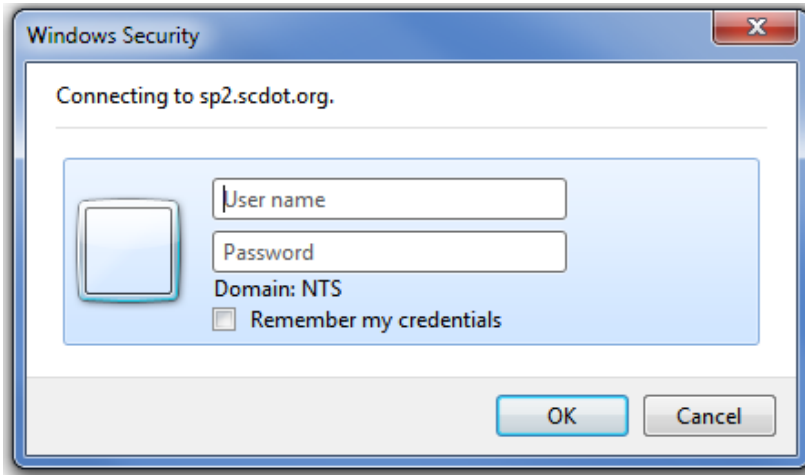


Figure 1 - SCDOT Encroachment Permit Management System Login Window

Using the account information sent to you, enter the *user ID* into the field labeled **User name**. Enter the *password* exactly as it is shown in the email into the **Password** field. Passwords are case sensitive and cannot be cut and pasted from the email.

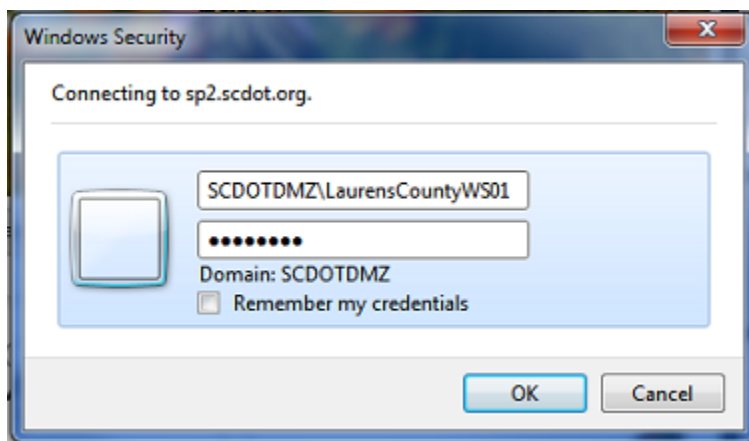


Figure 2 - Login Window with account information entered.

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Select the button labeled "OK". The action will take you to the Encroachment Permit Management System Home Page (see Figure 3). You are now ready to utilize the system for your encroachment permit needs.

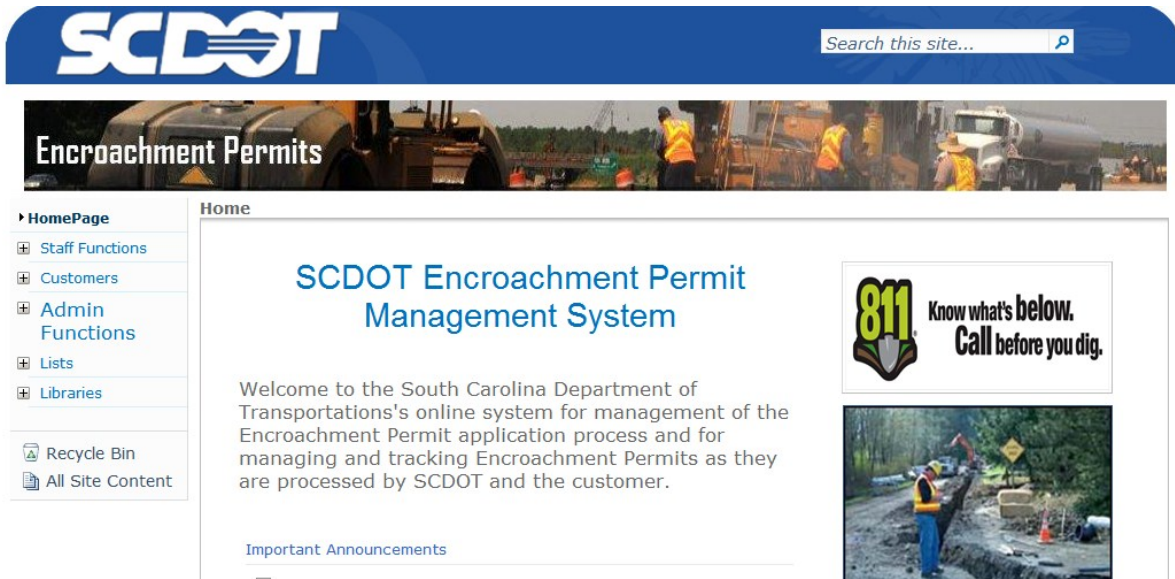


Figure 3 - Encroachment Permit Management System Home Page.