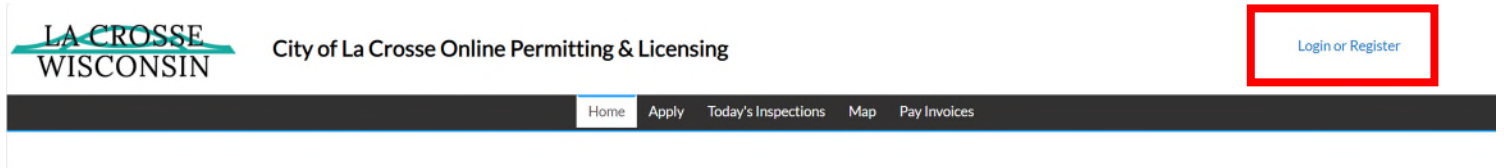


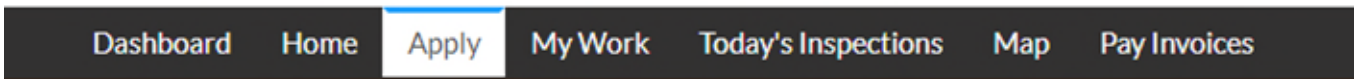
# Applying for a Yard Waste & Brush Site Seasonal Permit Sticker

1. Access the Online Permitting & Licensing portal at: <https://www.cityoflacrosse.org/eg-self-service>.

Click Login or Register in the top right. Log in with your existing account or click "Create an account" and follow the prompts to set up and register an account.

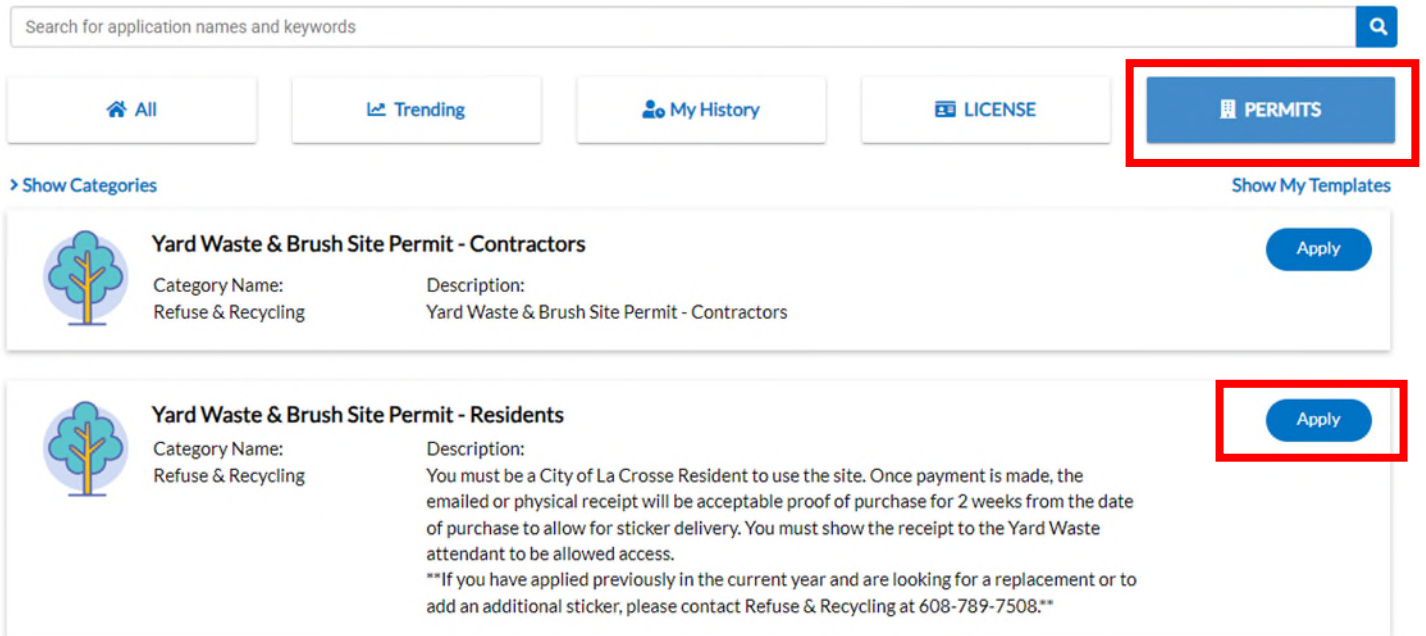


2. Click on Apply.



3. Click on PERMITS and scroll to find the Yard Waste & Brush Site Permit (either Residents or Contractors). Click on Apply.

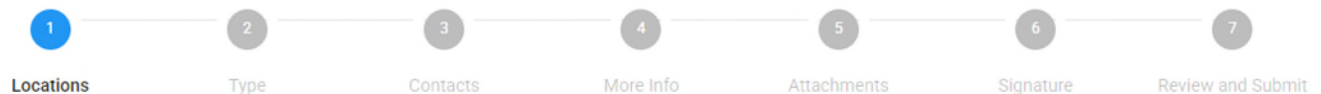
## Application Assistant

The image shows the 'Application Assistant' interface. At the top is a search bar with the placeholder text 'Search for application names and keywords'. Below the search bar are five filter buttons: 'All', 'Trending', 'My History', 'LICENSE', and 'PERMITS'. The 'PERMITS' button is highlighted with a red box. Below the filters is a 'Show Categories' link and a 'Show My Templates' link. There are two permit categories listed: 'Yard Waste & Brush Site Permit - Contractors' and 'Yard Waste & Brush Site Permit - Residents'. Each category has a tree icon, a category name, a description, and an 'Apply' button. The 'Apply' button for the 'Residents' permit is highlighted with a red box. The description for the Residents permit includes the text: 'You must be a City of La Crosse Resident to use the site. Once payment is made, the emailed or physical receipt will be acceptable proof of purchase for 2 weeks from the date of purchase to allow for sticker delivery. You must show the receipt to the Yard Waste attendant to be allowed access. \*\*If you have applied previously in the current year and are looking for a replacement or to add an additional sticker, please contact Refuse & Recycling at 608-789-7508.\*\*'

4. Follow the application steps to enter all required information.

## Apply for Permit - Yard Waste & Brush Site Permit - Residents

\*REQUIRED



# Applying for a Yard Waste & Brush Site Seasonal Permit Sticker

5. After signing and submitting the application, click on Add to Cart to check out fees.

The screenshot shows a navigation bar with links: Dashboard, Home, Apply, My Work, Today's Inspections, Map, Pay Invoices. Below the navigation bar, a green checkmark icon is followed by the text "Your application was successfully submitted!". Below this, a paragraph of text reads: "Residents may use the Brush & Yard Waste Site without a vehicle sticker by showing email receipt of payment to the site attendant within two weeks of application date. More information about using the Brush & Yard Waste site, including site hours and acceptable materials, can be found on the Refuse & Recycling website at https://www.cityoflacrosse.org/brush-yard-waste-site." Below the text is a blue button labeled "Continue to permit". To the right, a white card titled "Fees" displays "\$25.00" in large blue text. Below the amount are two buttons: "View Details" and "Add to Cart". The "Add to Cart" button is highlighted with a red rectangular border.

6. After completing checkout you will receive an email receipt from Online Payments (noreply@tylerportico.com). Your emailed receipt will be acceptable proof of purchase for 2 weeks from the date of purchase to allow for sticker delivery. You must show the receipt to the Yard Waste attendant to be allowed access.

The screenshot shows an email from "City of La Crosse Payment Confirmation" with a subject line "Inbox x". The sender is "Online Payments <noreply@tylerportico.com>" and the recipient is "to me". The email content includes the City of La Crosse logo and the text "City of La Crosse payment confirmation". Below the logo, the text reads: "Hi TEST, Thanks for your payment to City of La Crosse. This email is your receipt. This purchase will appear on the account statement for your Checking account ending in 1111." Below this, the confirmation details are: "Confirmation #: [REDACTED] January 16, 2025 02:39 PM CST". A table follows with the following data:

| Description                                    | Amount         |
|--|----------------|
| Permit: BRUSH [REDACTED]   Invoice: [REDACTED] | \$25.00        |
| Subtotal                                       | \$25.00        |
| Processing fee                                 | \$1.95         |
| <b>Total</b>                                   | <b>\$26.95</b> |

Below the table, the text reads: "Allow five to seven business days for funds to be withdrawn from your account. If you have questions, contact customer service for help." At the bottom, there is a blue button labeled "View this receipt online".