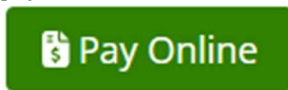




# How to Create Your Portal Account to Apply for or Renew Your Alarm Permit

## Step 1: Access the Portal

Go to normanok.gov and click the green pay online button.



## Step 3: Register

Register an account

City of Norman Web Portal

[Sign In / Register](#) [My Shopping Cart \(0\)](#) [Portal Home](#)

## Step 5: Sign In

You will receive a link in the email you registered. Click the link to complete registration and sign in.

City of Norman Web Portal

[Sign In / Register](#) [My Shopping Cart \(0\)](#) [Portal Home](#)

## Step 7: My Items and My

### Business License Applications

Once your account has been linked, go to My Items, then My business License Applications. You should see your Alarm registration there.



(see back)

## Step 2: Permits and Licenses Online Payments

Click on Permits and Licenses.



## Step 4: Create a Password

Use the email address associated with your alarm registration. It will ask you if you want to connect existing Contractor license or Business License to your account. Click No.

## Step 6: Call us to link your account

We will need to link your portal account to your existing registration. 405-321-1600



City of Norman Web Portal

Welcome Larina Schaeke! [Sign Out](#) [My Account](#) [My Items](#) [My Shopping Cart \(0\)](#) [Portal Home](#) [Search](#)

Welcome to the City of Norman's Web portal. Here you can apply for permits, check to apply for business licenses - all from the comfort of home.

Visit portal help to learn more about application instructions, FAQ's before applying or

... My Business License Applications (3)

Licensee Number	Name	Address
LCAL20231069	RUSS DRIVER	
<input type="button" value="Upload Submittals"/> <input type="button" value="Share"/>		
LCAR53122	On Cue Express #138	1122 24TH AV
<input type="button" value="Upload Submittals"/> <input type="button" value="Add Fees to My Cart"/> <input type="button" value="Share"/>		



## Step 8: My Shopping Cart

Once your fees have been added, click my shopping cart and check out.

## City of Norman Web Portal

Welcome Larina Schaeke

[Sign Out](#) [My Account](#) [My Items](#) [My Shopping Cart \(0\)](#) [Portal Home](#) :

### Tips & Reminders:

- Use a valid email you check regularly.
- Each location will have a separate permit. If you manage multiple locations, make sure your email and portal account is associated with all of them.

For assistance, contact us at 405-321-1600 or [Rclerk@normanok.gov](mailto:Rclerk@normanok.gov)