City of KENNEDALE Texas
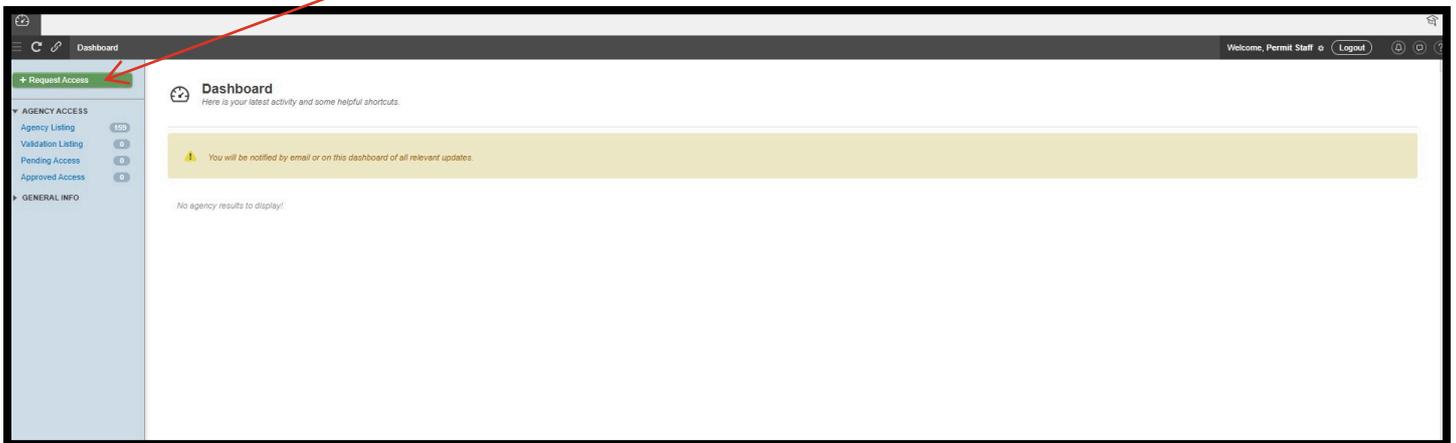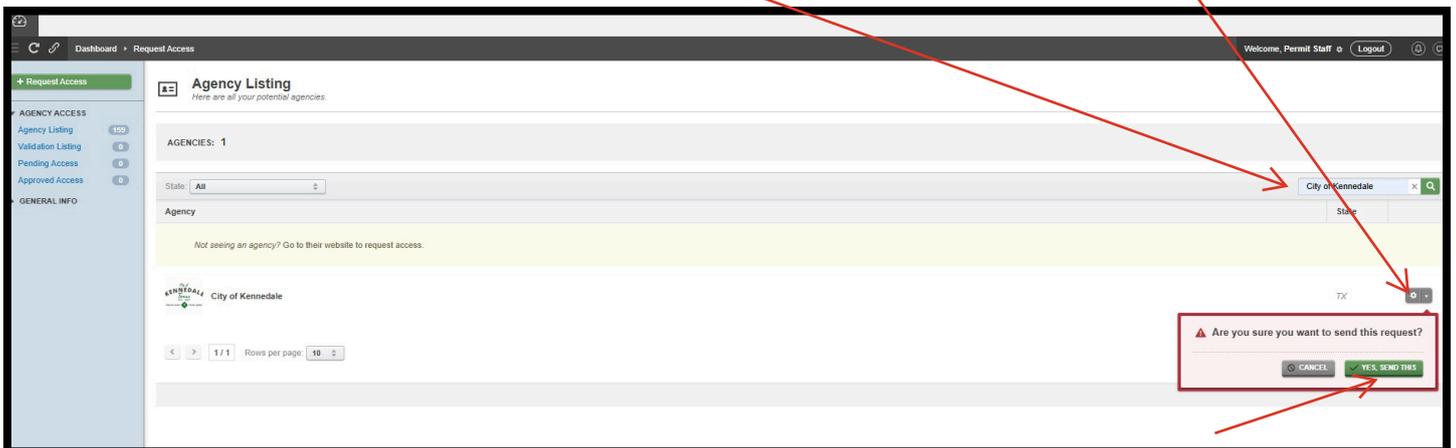EST. 1887

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Collaborator Set Up Guide

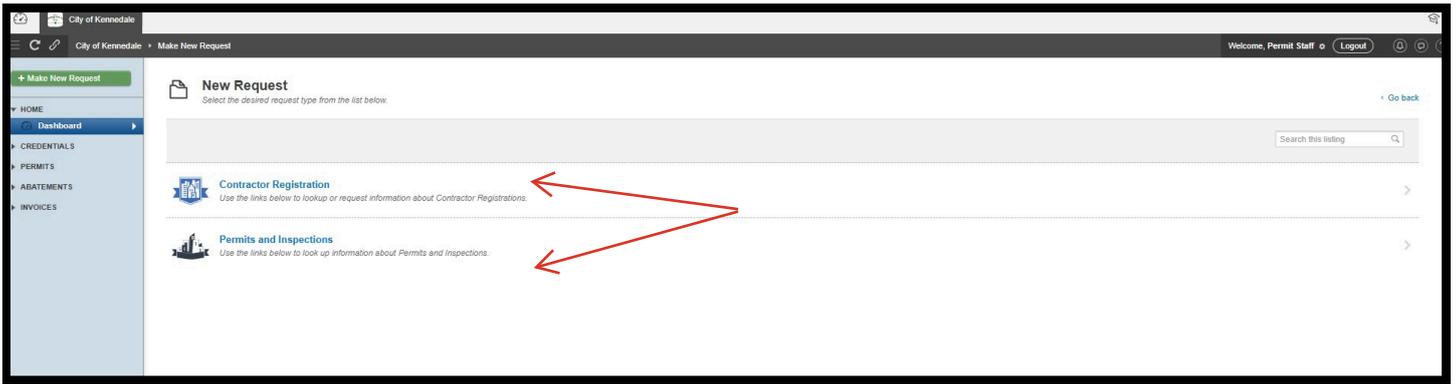Step 1: Create a Collaborator Account and Click "**Request Access**."

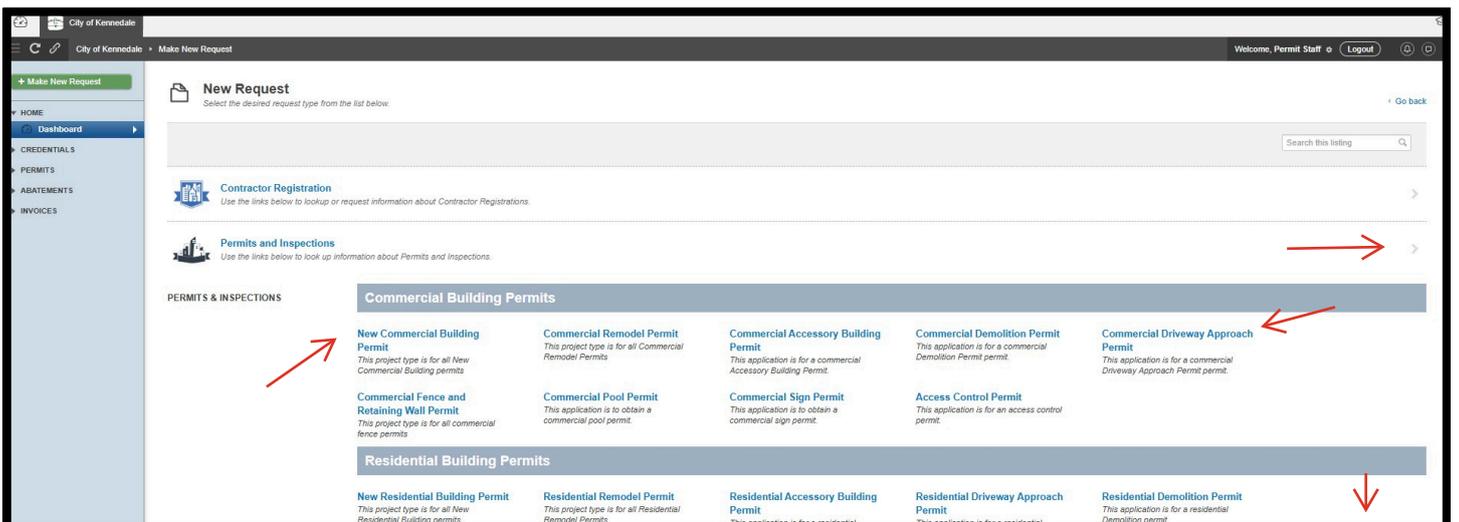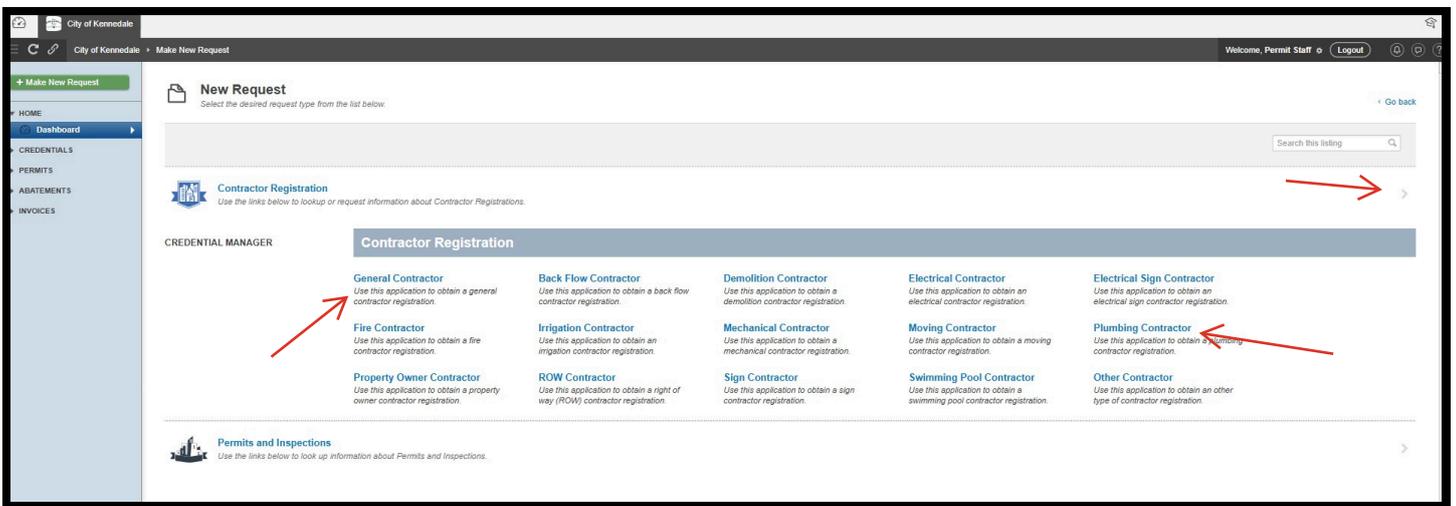Step 2: Search "**City of Kennedale**" and Click "**Yes, Send This**"

Step 3: Access will automatically be granted. Click "**Get Started**."

Step 4: From here, you can apply for a contractor credential, if needed, or apply for a permit.

Step 5: Select you desired credential or permit. Complete your online application and upload any required plans or documents. Once completed, select "**Submit**."

Step 6: Permit and credential appication submissions can be viewed by clicking "Dashboard."

Step 7: Click the graduation cap at the top right corner to visit MyGov University for additional tutorial videos.