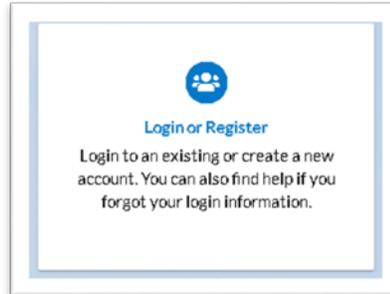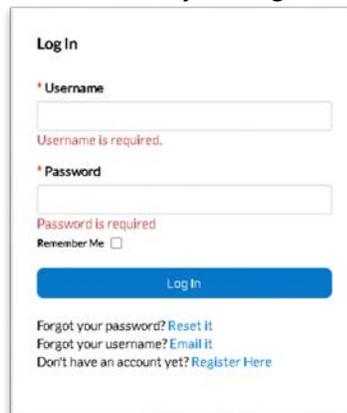![City of Hurst logo]

How to Register for a City of Hurst CSS (Citizen Self Service) Account

1. Navigate to the CSS portal at **www.hursttx.gov/css**
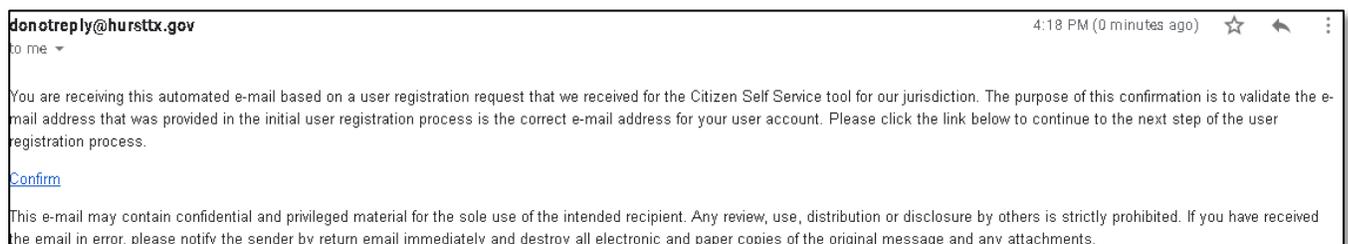
2. Click on the "Login or Register" square.

3. If you have a City of Hurst CSS account, you can log in at this time. If you do not have an account, click on: ***Don't have an account yet? Register Here***

4. Enter your email address.

5. In your email in-box, you should have received an email from 'donotreply@hursttx.gov'. If you did not receive an email from donotreply@hursttx.gov, check your Junk mail folder for the email. *Add 'donotreply@hursttx.gov' to your email contacts to ensure future emails do not go to your Junk mail folder.* Confirm the registration process by clicking the <u>Confirm</u> hyperlink within the email.

donotreply@hursttx.gov   4:18 PM (0 minutes ago)
to me

You are receiving this automated e-mail based on a user registration request that we received for the Citizen Self Service tool for our jurisdiction. The purpose of this confirmation is to validate the e-mail address that was provided in the initial user registration process is the correct e-mail address for your user account. Please click the link below to continue to the next step of the user registration process.

Confirm

This e-mail may contain confidential and privileged material for the sole use of the intended recipient. Any review, use, distribution or disclosure by others is strictly prohibited. If you have received the email in error, please notify the sender by return email immediately and destroy all electronic and paper copies of the original message and any attachments.

6. Once you confirm the link in your email, you will be prompted to create a username and password, and check the "I'm not a robot" reCAPTCHA box to then click pictures to ensure account safety.
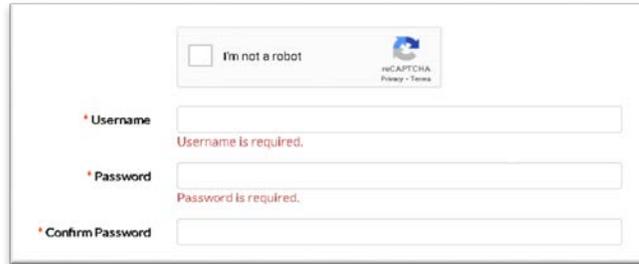
7. With your newly created login and password, you can now login at
   www.hursttx.gov/css