

# Bridgestone Municipal Utility District

# How to Register & Sign in

Last Revised in August, 2024

#### OVERVIEW & PURPOSE

This guide shows individuals or firms how to register an account within the Bridgestone Municipal Utility District (BRIDGESTONE) Application Submittal Portal (Portal). If you have any questions, please get in touch with the Bridgestone Application Team at <u>bridgestoneportal@quiddity.com</u>

#### **REGISTRATION INSTRUCTIONS:**

Access the Portal at https://bridgestoneportal.quiddity.com

The steps below will assist an applicant in creating a new account. Please review them to ensure that you have all the relevant information ready to facilitate a smooth registration process.



#### **GETTING STARTED**

To start the application process, create an account by clicking Register. If you already have one, sign in, then click Start Application at the top of the page.



### STEP 2

In the window that opens, click the **"Register"** tab to create a new account. Enter your email address, create a password, confirm your password, and then click the yellow **"Register"** button to complete the registration.

	BRIDGESTONE MUNICIPAL UTILITY DISTRICT	Help & Quick Links   Start Application   Sign in	
	← Sign in Register		
	Register for a new local account		
	* Email		
	* Password		
	* Confirm password		
	Register		
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## STEP 3

After successful registration, you will be redirected to the "Applicant Profile." Please fill in the information requested under "Applicant Information" and "Applicant Firm Information." While not all fields are mandatory, it is recommended that you fill out as much information as applicable in both sections.

# Profile

Your information	
Applicant Information	
First Name *	Last Name *
Email *	Business Phone *
	(Numeric Values only. E.g. xxxxxxxxxx)
Title	Address 1: Street 1 *
City *	Address 1: Street 2
Zip *	State *
	Texas 🗸
Applicant Firm Information	Firm State
Applicant Firm Information Firm Name Firm Registration Number	Firm State
Applicant Firm Information Firm Name Firm Registration Number Firm Address 1	Firm State
	Your information          Applicant Information         First Name *         Email *

#### STEP 4

Once you complete both sections ("Applicant Information" and "Applicant Firm Information"), you will be redirected to the "Start Application" page. Here, you can select the specific application or process you want to proceed with. For more information regarding how to submit an application, visit the "Help & Quick Links" tab located on the home page of the Portal.



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# SIGN-IN INSTRUCTIONS:

Access the Application Submittal Portal at <u>https://bridgestoneportal.quiddity.com</u>

The steps below will help an Applicant sign into the Portal to start an application or manage a previously submitted application. Please review the steps below to ensure that you have all the relevant information to facilitate a successful "sign-in" process.

### STEP 1

To sign into your account, click on the "Sign in" tab at the top right corner of the web page.

MUNICIPAL UTILITY DISTRICT	Help & Quick Links   Start Application   Sign in
STEP 2 Under the "Sign in" tab, enter the email and pas yellow "Sign in" button.	sword you created during the registration process and click the
MUNICIPAL UTILITY DISTRICT	Help & Quick Links   Start Application   Sign in
Sign in with a local account	

#### STEP 3

Once you successfully sign in, you will be redirected to the "Start Application" page. Here, you can select an application type to submit or click on the "My Applications" tab at the top of the screen to manage ongoing applications already submitted. For more information regarding submitting an application or managing your submitted applications, please visit the "Help & Quick Links" tab located on the Portal main page for more information.

