CSS Login Webpage: <u>https://napervilleilcitizens.munisselfservice.com</u>

1 Click **Arrow** button in the upper right corner of the screen.

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	City of Naperville, IL Citizen TEST Self Service	1	) —
Home	Welcome!		

**2** A login screen will appear. Click the blue **Register for a new account** link.

	tyler identity
	Identify. Authenticate. Empower.
	Sign in to your account
	Username
	Password
2	Remember me
-	Forgot password?

3 Complete the registration form. Note: The email address will be your username.

## Click the **Register** button.

4

Email *		3
First name *	Last name *	
Password *	Confirm password *	
		CANCEL REGISTER

**5** Before your account is officially registered, the system will send an email to your email address. You must click the confirmation link in the email before you can access the account.

Vser Self-Service	
	Registration complete Congratulations! You're registered. One last step. Click the confirmation link sent to

6 When you receive the email, click the link in the email to confirm your email address.

	[Tyler Identity] Account Created Inbox ×
-	tyleridentity@tylertech.com to me 👻
	You created an account with Tyler Identity.
	Username:
	Please click here to confirm your email address:
6	the second se
	Thanksi
	Tyler Identity Administrator
	← Reply ► Forward

**7** The email confirmation page will appear. Click the **Sign In to Citizen Self Service** link.

Vser Self-Service	
Email Confirmation	
Thank you for confirming your email. Select an option below to continue:         • Sign in to Citizen Self Service         • Sign in to Vendor Self Service	

Sign into the CSS portal:

- Email: Enter the email address associated with the CSS portal.
- **Password:** Enter the password you created for your CSS account. Note: if you forget your password, click the Forgot Password link on the screen to reset your password.

9 Click the <b>Sign In</b> Button.	
	<b>View of the solution</b> Identify. Authenticate. Empower.
	Sign in to your account  Email  Password  Register for a new account  SIGN IN  9  Forgot password?

<sup>10</sup> You will be directed to the New User page. Select one of the three options:

- **Citizen Self Service Home Page:** Select this option to take you to the CSS home page, which includes announcements and links to pay a utility bill or purchase a garbage and/or recycling cart.
- **My Acount:** Select this option if you want to link a general billing account to your CSS profile. Instructions to link an account can be found in the Resources icon in the upper right corner of the CSS portal or on the City's website at <a href="https://www.naperville.il.us/government/city-finances/general-billing/">https://www.naperville.il.us/government/city-finances/general-billing/</a>.
- My Profile: Same as selecting My Account.

styler	
	Welcome !
Home	Welcome New User!
Citizen Self Service	You can now browse the page(s) we offer.
General Billing	Be sure to visit the My Account page and investigate the Account Linking features.
Other Services	Go to
	Citizen Self Service Home Page     My Account     My Profile  or click any item on the side menu.