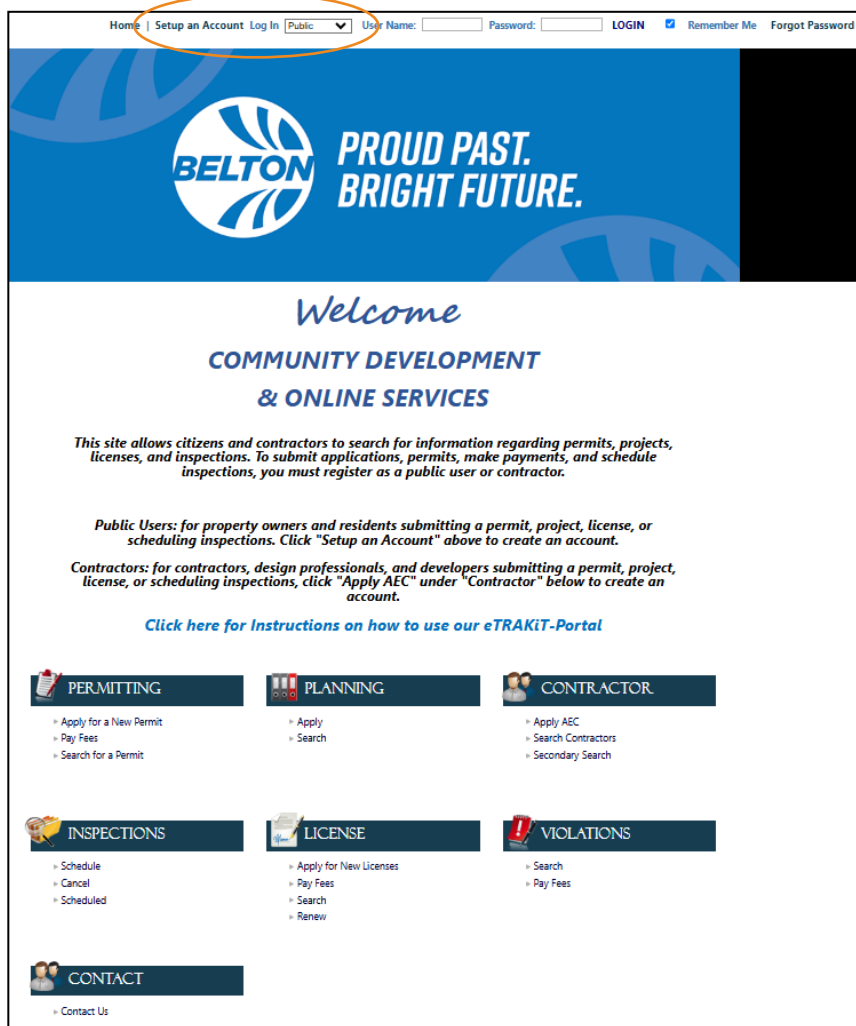




## Community Development Online Portal (eTRAKiT) Account Registration

The following process outlines the steps to registering as a new user in eTRAKiT. eTRAKiT is the City of Belton's online portal for all business and liquor licensing. Creating an account is required prior to submitting a license application.

1. In **eTRAKiT** (<https://belt.csqrccloud.com/community-etrakit/>) click "**Setup an Account**" in the upper left of the screen. Be sure the **Log In** drop-down menu is set to **Public**.



2. Complete the required fields to create a new account.
3. After all required information has been completed, click "**Create Account.**"
4. Click "**Continue.**" Once your account has been created you will have access to "**My Dashboard.**" The Dashboard will allow you to apply for licenses, link licenses, and pay fees.