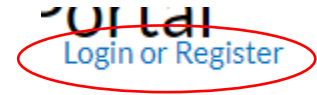# Charleston County Energov CSS Portal TID-C Account Creation
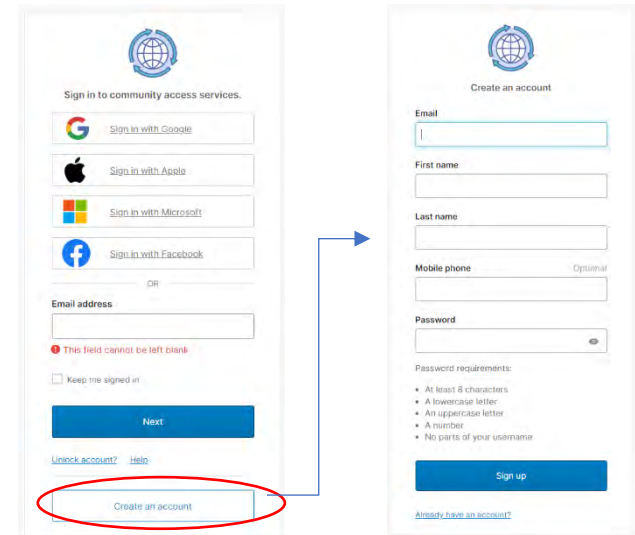
Required for all account activity starting Monday, Aug. 12, 2024

1. Go to: https://eplweb.charlestoncounty.org/energov_prod/selfservice and click "*Login or Register*" in the top right corner of the screen.
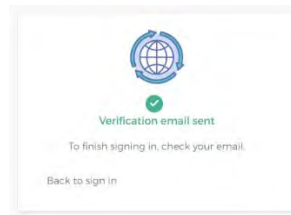

2. <u>Existing and New Users</u>: Click "*Create an account*" at the bottom of the screen.

3. On the next screen you will be prompted to enter the account details. <u>NOTE: Existing Users MUST enter the email address that is tied to your **existing CSS portal**, otherwise they will not be linked together</u>. Then click "*Sign Up*".
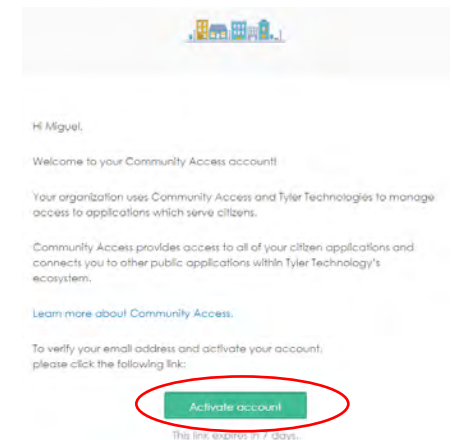
4. Next you will be asked to open the verification email.

5. In the email, click "*Activate Account*". Note: account activation link expires after 7 days.

6. Next you will be taken back to the sign in screen (see image above). There you will enter the email and password you have created for your CSS portal account.
   - Existing Users will be directed into CSS.
   - New Users will be directed to two more screens to complete registration within the CSS portal.

Having issues registering? Email CSS Portal Support: cssportalsupport@charlestoncounty.org