

Creating a Public User eTRAKiT Login

PUBLIC USER eTRAKiT LOGIN

A Public User account refers to an account that is created by an external user through [eTRAKiT](#). It gives the user access to search addresses and records, view record details, and pay fees.

STEP 1: SET UP AN ACCOUNT

Access eTRAKiT, <https://develop.cityofwestminster.us/etrakit/> click on “Setup an Account”.

Home | **Setup an Account** | Log In | Professional ▼ | User Name: | Password: | LOGIN



STEP 2: CREATE NEW PUBLIC USER ACCOUNT

Profile

Enter the profile information, fields with asterisks are required fields.

Create New *Public User Account*

* Required fields

Your privacy is important to The City of Westminster. We ask for the minimum amount of information required to establish an account. Email information will be used for city purposes only. Accounts with any invalid contact information may be disabled.

Profile

* First Name:	<input type="text"/>
* Last Name:	<input type="text"/>
* Address:	<input type="text"/>
* City:	<input type="text"/>
* State:	<input type="text" value="▼"/>
* Zip:	<input type="text" value=""/>
* Email:	<input type="text"/>
* Phone:	<input type="text" value="() - -"/>
Ext	<input type="text"/>

Username and Password

The password must have:

- between 8 and 64 characters
- at least one number
- at least one lower case letter
- at least one upper case letter
- at least one special character
- the password is case sensitive

Username and Password

* **Log-In Name:**
(letters/numbers only)

Password Rules:
Password must be between 8 and 64 characters
At least one number.
At least one lower & upper case letter.
At least one special character.
Note: Password is case sensitive.

* **Password:**

* **Confirm Password:**

Security Question

Select a security question from the dropdown and enter the answer.

Security Question

Security Question: ▼

* **Secret Answer:**

* **Re-enter Secret Answer:**

Once you click save and login your new password will be saved. Use the eTRAKiT username and the new password for all future logins.