



HOW TO UPDATE ACCOUNT INFO

DEVELOPMENT HUB PDX

Have a new email address or phone number? You can now update your own account information in DevHub! You no longer have to call City staff for help.

STEP 1: Log into your PortlandOregon.Gov account.

STEP 2: Go to "Account Information."

STEP 3: Input updated contact information.

STEP 4: Save your information by clicking "Update" before you leave the page.

Contact Information

First Name: (required) <input type="text" value="John"/>	Middle Name: <input type="text" value="Q"/>	Last Name: (required) <input type="text" value="Contractor"/>
Primary Phone Number: (required) <input type="text" value="5038411234"/>	Primary Phone Type: <input type="text" value="Home"/>	Email: (required) <input type="text" value="john@businessdevelopment.org"/>
Address: (required) <input type="text" value="123 Main St."/>		
City: <input type="text" value="Portland"/>	State: <input type="text" value="Oregon"/>	Zip Code: (required) <input type="text" value="97217"/>

Additional Information

Secondary Phone Number: <input type="text"/>	Secondary Phone Type: <input type="text" value="Fax"/>	Organization Name: <input type="text"/>
Please select the category that best fits your role on the permit: <input type="radio"/> A contractor <input checked="" type="radio"/> A homeowner doing work	CCB License #: <input type="text"/>	Building Codes Division (BCD) License #: <input type="text"/>
By selecting either option, I hereby affirm that: 1. I will fully describe the scope and physical location of work contained in the permit(s); 2. The fixtures I will select are accurate as to the actual work to be performed at this address; and 3. I am properly licensed to execute the parameters of this permit, or the work proposed will be performed by a direct owner and occupant of this property which is not for sale, lease, or rent.	BCD Supervising #: <input type="text"/>	

**REMEMBER
TO SAVE
YOUR INFO!**

