How does a contractor affirm association to a permit?  

Quick Guide

If a contractor is named on a permit application, the contractor must affirm involvement to the permit.

Before you Begin:

- The eCLIPSE user must associate with the contractor’s account (Associating with a Contractor Account Quick Guide).
- Once the applicant selects a contractor in the permit application, the contractor should receive notification to affirm their involvement to that permit.

Contractor affirming association to the permit:

Step 1: Login to your eCLIPSE account.

Step 2: Under the 'My Activities' tab, click on 'Approval Required' link within the appropriate permit.

Step 3: Click on the 'Approve' button (to be named on this permit as a Contractor).

Step 4: Once the approval button is selected, you can view the permit details by clicking on the 'Click here to view permit details' link.

Questions? Need Assistance?

L&I Permit and License Center
1401 John F. Kennedy Blvd., Municipal Services Building, Public Service Concourse
Open 8 a.m. to 3:30 p.m., Monday through Friday. Offices close at noon on the last Wednesday of each month.

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