



THE VILLAGE OF ALGONQUIN ILLINOIS

How to Sign Up for Algonquin Self Service


Revision 03/23/2023


1. <https://css.algonquin.org>


2. [Click here to register.](#)





3. You may sign in with Google, Apple, Microsoft, Facebook or **Sign up**.


 Sign in to community access services for Village of Algonquin.

 Sign in with Google

 Sign in with Apple

 Sign in with Microsoft

 Sign in with Facebook

OR

Email address

Password

Remember me

Sign in

[Forgot password?](#) [Unlock account?](#) [Help](#)

Don't have an account? [Sign up](#)

4. If you opted to **Sign Up**, enter information for **Creating an account**.

The screenshot shows a 'Create an account' form for the City of Algonquin. At the top is the city's logo. Below it, the title 'Create an account' is centered. There are three input fields, each highlighted with a yellow border: an email field containing 'email@example.com', a password field with a lock icon and ten dots, and a name field containing 'Algonquin'. Below the password field are five checkmarks indicating password requirements: 'At least 8 character(s)', 'At least 1 number(s)', 'At least 1 lowercase letter(s)', 'At least 1 uppercase letter(s)', and 'Does not contain part of username'. Below the name field is another input field containing 'Resident'. A note states '* indicates required field'. At the bottom is a blue 'Sign up' button and a 'Back to sign in' link.


5. A confirmation popup will tell you to check your email.

The screenshot shows a confirmation popup with the City of Algonquin logo at the top. Below the logo is a green checkmark icon and the text 'Verification email sent'. Underneath, it says 'To finish signing in, check your email.' At the bottom left is a 'Back to sign in' link.


6. Go to your email > click **Activate account**.


The screenshot shows an email from 'Community Access Identity <noreply@identity.tylerportico.com>' with the subject '[SPAM] Welcome to your Community Access account'. The email body contains a welcome message and an 'Activate account' button highlighted with a yellow border. Below the button is a note: 'This link expires in 7 days.'


7. Enter your **Email address** and **Password** > click **Sign in**




Sign in to community access services for
Village of Algonquin.

 Sign in with Google

 Sign in with Apple

 Sign in with Microsoft

 Sign in with Facebook

OR

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