

ePermitting How to...

Submit Comments on an Application

If you would like to comment on an application for a Consumptive Water Use or Environmental Resource permit application that is currently being reviewed by District staff, you may do so at www.sfwmd.gov/ePermitting using the Additional Submittals option.

If you do not have an account, you must first register as a user. In order to start a new user account, click on the **Create Account** icon.

Once you have completed the user registration process, continue to the main ePermitting screen to log into the system. Click on the **Additional Info Submittals** function listed in the menu on the left-hand side of the ePermitting Home Page to make your selection.

The screenshot shows the 'Additional Information' form in the ePermitting system. The form is divided into several sections: 'Details', 'Attached Files', and 'Statement of Agreement'. Red arrows point from numbered callouts to specific fields and buttons on the form.

(1) Enter application number and click the Find button. This callout points to the 'Application Number' field and the 'Find' button.

(2) Click the button next to Other Comments, verify the permit number, and project name as these will automatically populate based on the application number entered. This callout points to the 'Other Comments' radio button, the 'Permit Number' field, and the 'Project Name' field.

(3) Either enter your comments in the Details field or use the Attach Files function to submit your comments document. This callout points to the 'Details' text area and the 'Attach Files' button.

(4) Click the box next to I agree to the above, click the Submit button, obtain your confirmation number, and click the Return to Main Menu button. This callout points to the 'I agree to the above' checkbox, the 'Submit' button, and the 'Return to Main Menu' button.

If you have any questions, please do not hesitate to contact us at epermits@sfwmd.gov.