You have received notification of a deficiency on your permit application and are required to submit an updated drawing and/or other documentation. Follow these steps

Go to: <u>https://eservices.vaughan.ca</u> and enter your login credentials

	Login to Online Permitting Po	rtal
	Place login to Portal or Pagietor	Cal
-	riease logili to roi tai oi Registei.	
	Email Address	
	john.smith@gmail.com	
	Password	
	Forgot Pass	sword?
	Register	login
	Information about online service:	
	 Google Chrome, Mozilla Firefox, Safari are the recommended browser Adobe Acrobat must be installed on your computer 	
	 VISA, MasterCard, American Express are accepted 	

Under "My Permits" section - Select "Details" of the deficient permit.

						ir Snip
Type to filter	the table columns					Add New Permi
Record ID ~	Permit Number	Type/SubType/Work	Status	Acceptance Date	Address	Actions
483180 20	20 105857 000 00 EP	Grading & Pool Permit / Grading /	Deficiencies Identified	2020-06-02	-	e 🕑 Detail

Navigate to Supporting Documents section and select "Add"

Document ID~	Description	Туре	File Type	File Name	Date Uploaded	Actions
181217	site grading plan	Site Grading Plan	application/pdf	2141 Major Mackenzie site grading plan.pdf.	2020-06-02	Download

Upload revised drawing or submit missing documentation.

- 1. From* **Document Type**" select required document/drawing.
- 2. Please include the term **<u>REVISED</u>** in your description. This will help identify the revised drawing and avoid delays.
- 3. Select **"Browse"** to find your files for upload.
- 4. Select "Upload Document"

Steps: 1. Select the Document Type 2. Click the 'browse' button to 3. Click the 'Upload Documen	and complete the Description; o upload PDF or Drag and Drop the PDF; t' button.		2. Include the term description. This w the revised drawin	n REVISED in the vill help identify g and avoid delays
Document Type		Description		
Site Grading Plan	~	REVISED site gra	iding plan	×
	Select required document type			
File				
ile Drag a fi	ile here or browse to upload.			

You will now see the uploaded REVISED documents in your supporting documents.

. Site Grading Plan		nent mapeotion and t	or orading ronna can	be round nerey		
Document ID ~	Description	Туре	File Type	File Name	Date Uploaded	Actions
181230	REVISED site grading plan	Site Grading Plan	application/pdf	2141 Major Mackenzie Drive site grading plan ⊮2.pdf	2020-06-02	Download
181217	site grading plan	Site Grading Plan	application/pdf	2141 Major Mackenzie site grading plan.pdf	2020-06-02	Download

You have successfully submitted your revised documentation. A notification of your resubmission will be sent to the Reviewer directly.