You can begin the registration by either clicking the “Register Now” button or by clicking where it says “Register for an account”.

TO BEGIN, NAVIGATE TO: aca3.accela.com/txdot
1. Check the box to accept the terms of the General Disclaimer.
2. Press “Continue Registration”.

[Instructions on the screen:]
- Check the box to accept the terms of the General Disclaimer.
- Press “Continue Registration”.
Fill in the required fields for the “Login Information” section.
1. Press the “Add New” button in the “Contact Information” section.
2. All users should select “Individual” in the “Type” drop-down menu.
3. Press “Continue”.

**Contact Information**

Please select whether you are registering as an individual or as an organization (business) and enter your contact information.

**Select Contact Type**

- **Type:** Individual
- **Continue**
- **Discard Changes**

2. Fill all applicable fields in remainder of this section.
1. Press the “Add Additional Contact Address” button.

2. IMPORTANT: “Address Type” must be mailing. Fill all fields in this section. Only fields with a red star are required.

3. Press the “Save and Close” button.
1. Press the “Continue” button.

2. After the previous screen, you will see the following message. Press the “Continue” button.
Enter the words exactly as they appear. Then press “Continue Registration”.
Upon successful completion of your registration, you will receive an email confirming your registration and prompting you to send an email containing your Name, License number, Organization Name, and email address to ROW_OutdoorAdvertising@txdot.gov in order for your user account to be linked to your license account. If you do not complete this step, you will be unable to access your permits and license information.