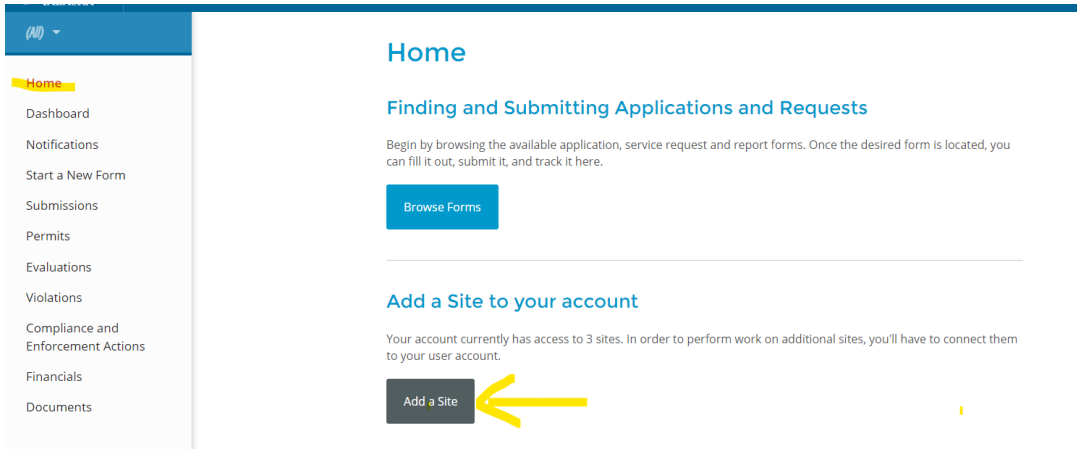


Linking A Site to Your EDMS Account

1. Log into EDMS Account
2. Go to **Home** menu item
3. Select **Add a Site**



4. Select **It has been registered with Alaska DEC**

[< BACK](#)

Welcome >

Add a Site

What best describes the site, project or facility you need to work with?

It has been registered with Alaska DEC

If your site is or has been registered/permitted **at any time**, or has ever been required to submit reports (i.e. compliance documents) to Alaska DEC, select this option. >

It has never been registered with Alaska DEC

If your site has **never** been registered, permitted or submitted reports (i.e. compliance documents) to Alaska DEC in the past, please choose this option. After completing an application or service request, a new site record will be registered and linked to your account. >

Not sure?

If you are trying to register a site located at a particular address, try using the [map/search tools](#) to find any potential matches. If no sites can be found at that address, you'll need to [add it as a new site](#).

5. Select **Search for a Site (by location)**

Welcome > Add a site >

Connect an Existing Site

Find your site on an online map

If you're looking to connect a site/facility with a specific address, you can use our online map to find it and request access.

Search for a Site (by location)

If you received a letter with a verification code

Enter in the code you received to have your user account associated with the site, project or facility you represent.

Enter Verification Code

6. Enter either permit number or site name in Search Box.
7. Click on appropriate site.
8. Click **Claim this Site**

Home Settings Tools Download Map Info

AKR10GP89

1 site found
Show sites with no locations

Rogers Road Fiber Transport
Rogers Road
Big Lake AK 99652

Rogers Road Fiber Transport
Rogers Road
Big Lake AK 99652
[SHOW MORE INFORMATION >](#)

W-Lake
100 ft

Claim this Site ✓

Request Access Offline

If there is someone (a site administrator or responsible party, for example) who has EDMS access to the entity in question, you can ask them to use the Invite User feature to grant your account access to the profile.

If that's not an option, please contact edms.help@alaska.gov and we can assist in getting your account set up.