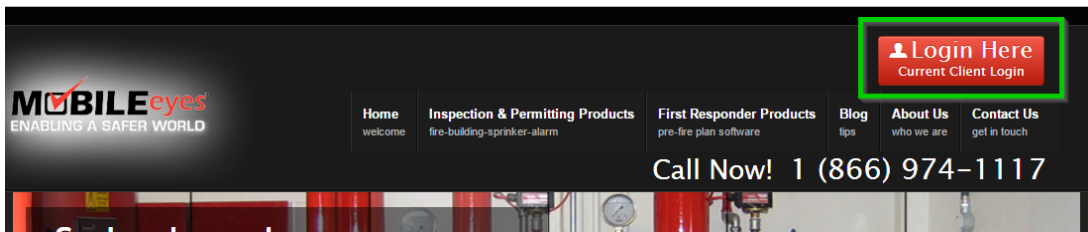
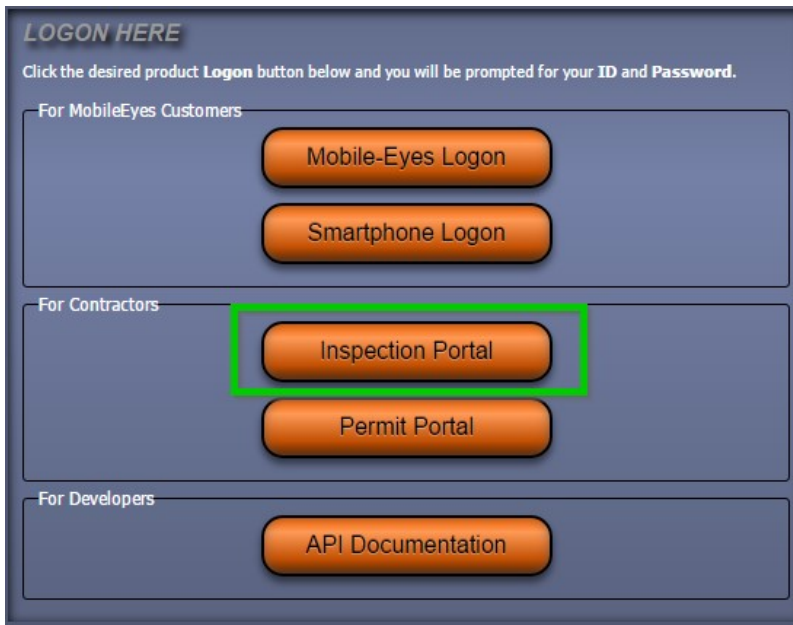


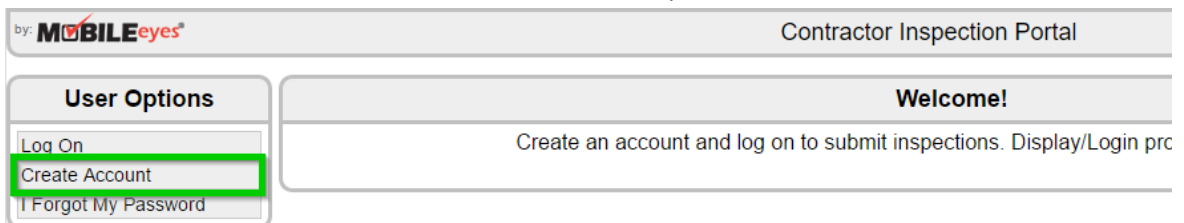
1. Navigate to the website: [www.mobile-eyes.com](http://www.mobile-eyes.com)
2. Click the “Login Here” button on the top right of the page.



3. Under “For Contractors” click the “Inspection Portal” button.



4. Under “User Options” click “Create Account” if you don’t have an account already. If you have an account and just need to add in another AHJ log into your account and click the “Admin Tools” button then click the “Associated Municipalities” tab to add in another AHJ.



5. Setup the first account administrator by entering the email address you would like to use for signing in as well as receiving notifications from AHJs.
6. Enter your “Business Name” where indicated.
  - a. \*For companies not already in the database, use the “Create New Business” button.

7. Proceed to fill in the rest of the business information, select which AHJs your account will be associated with, and fill in the information for the first contractor.
  - a. Additional contractors will create their own account, using their own email address. Instead of creating a new business, they will select the one that has already been created.
8. Once the user id has been created, go to your inbox and click the link in the email that was sent to verify your account.
9. After your account is created and you sign in you will have the ability to watch the “Help Videos” which are located on left-hand side of your screen.

by **MOBILEeyes** Contractor Inspection Portal

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**User Options**

Welcome back  
**Jayson Thomas**  
(Gorman Construction)  
**Credit: \$765.50**  
click to get more

Log Off  
Update Account  
Admin Tools

**Help Videos**

- [How to Use this screen](#)
- [How to Start an inspection](#)
- [How to Enter a new address](#)
- [How to Find occupants](#)
- [How to Enter contacts](#)
- [How to Select inspection types](#)
- [How to Indicate deficiencies](#)
- [How to Review/Print/Submit](#)
- [How to Use admin tools](#)

**Inspections**

AHJ:

Address	Occupant	Inspection Type	Urgency	Status
<i>Select an AHJ to view inspections.</i>				

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**Accepted Inspections - Search Tools**

Street Number:

Street Name:

Submitted Start Date:

Submitted End Date:

Occupant:

City:

>= Urgency:

Address	Occupant	Inspection Type	Urgency	Fire Dept. Scheduled Insp. Date
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