

## HOW TO APPLY FOR A BURN PERMIT ONLINE

1. Go to [www.burnpermits.idaho.gov](http://www.burnpermits.idaho.gov)
2. Click on "New Permit"
3. Type the address where the burning will occur. Make sure to add Coeur d Alene". (Example: 1234 Main St, Coeur d Alene)
4. Click "Find"
5. When correct address appears, click on "Place Burn Site Here"
6. Scroll down and click "Save Burn Site"
7. Click "Next"
8. Click "Next"
9. FIRST TIME USERS WITH EMAIL: Enter your email address. (Those **without** an email account, skip to #10)
10. Click on "I Don't Have an Account"
11. Type in your first name, last name and either a home or cell phone number
12. Click on the circle next to the telephone number you entered
13. FIRST TIME USERS WITH EMAIL: Please create a PASSWORD for your account. (Those **without** an email account, skip to #14)
14. Click "Submit Permit"
15. Print off permit. Please keep permit with you at burn site at all times