

How to Register for a new CAP Account

Step 1 – Go to website – <https://licensing.lakeoswego.city>

Step 2 – Click on the **Register** button

CITY OF LAKE OSWEGO
OREGON

Government Connected Online Services

Home Dog License Business Invoices

City of Lake Oswego Oregon

Sample - Do not click here

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Welcome to the City of Lake Oswego Customer Access Portal (CAP)

This Customer Access Portal will allow you to quickly and easily select licensing services in the City of Lake Oswego

Ready to begin using CAP?

- Create a [New Account](#)
- How to [Register for a new account](#) (PDF)
- How to [Renew and Pay Fees on a Business License](#) (PDF)
- How to [Renew and Pay Fees on a Dog License](#) (PDF)
- How to [Apply for a New Business License](#) (PDF)
- How to [Apply for a New Dog License](#) (PDF)

For more information on licensing and fees go to <http://www.ci.oswego.or.us/finance/services-fees>

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Step 3 – Fill out the New User Registration, then click the [Submit](#) button

- Tips:
- Complete all required fields **(red asterisk)*
 - Type your Business Name or dba in Company box
 - Enter Street Number, Street Name and Street Type in separate fields
 - Enter Challenge in appropriate lower/UPPER case as shown on your registration



New User Registration

User Details


First Name	Jane *	Email	jane@test.com *
Middle Name		Confirm Email	jane@test.com *
Last Name	Smith *	Password *
Company	Test Company *	Confirm Password *
Reg Phone	503-777-7771 *	Contact Preference	Email ▾ *

Address Fields

Street Number	111 *	City	Lake Oswego *
Street Name	Oak *	State	OR ▾ *
Suite/Unit		Zip Code	97034 *
Street Type	ST ▾ *	County	
Address Type	Mailing ▾ *		

 End of COLOGNO 

[Privacy & Terms](#)

BTW!  Be sure your phone number is correct so we can contact you!

Step 4 – Your user account submission has been sent to our office for review. Once approved, you will receive an email notification alerting you that you can log in and view/renew current licenses or request a new license. ***Please note this can take up to 3 business days to receive.***