

HOW TO: RESUME A SAVED REQUEST

Requests that you have started but *not yet submitted* will be located under “saved applications”. To resume a saved request, follow these instructions:

1. Log into ePlans
2. Click on the “Edit” button in the “action column”
3. Resume your request. See [“how to: submit a new request”](#) for more information

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Mississauga DEV March 18, 2019

Start New Application Request

→ To start a new application request:

- Select an application type
- Provide an application name
- Click the button below

Type: * Select Request Type ?

Name: *

Current Projects

PROJECT	STATUS	TASKS (3)
SGN-1560	Fee Payment Pending	<input type="button" value="Fee Payment"/>
ZON-1570	Prescreen Corrections	<input type="button" value="Prescreen Corrections Task"/>
BPA-1571	Prescreen Corrections	<input type="button" value="Prescreen Corrections Task"/>
BPA-1583	Prescreen	
BPA-1582	Prescreen	

1 - 5 of 28 records 1 2 3 4 5

Saved Applications

Filter By Type: All

REQUEST NUMBER	NAME	TYPE	STARTED ON	UPDATED ON	ACTION
BPA-1596	DEMO MAR 18	Building Permit	03/18/2019	03/18/2019	<input type="button" value="edit"/> <input type="button" value="copy"/> <input type="button" value="delete"/>

1 - 1 of 1 records 1

Other available actions include copy & delete

