

## GENERAL INFORMATION

- The Daily Permit Report provides comprehensive permitting history for a given period within City of Tampa limits.

## THE FOLLOWING STEPS WILL GUIDE YOU THROUGH THE PROCESS OF CREATING A DAILY PERMIT REPORT.

- Visit the Accela permitting portal at <https://aca.tampagov.net>.
- Hover over the Search menu and Select Building Permits.



- Click on the Reports tab (right side of screen) and select the "Daily Permit Report."



- Enter the report parameters and click Submit.
  - Beginning date
  - End date

**Please input report parameter(s):**

\*Beginning Date:  
MM/DD/YYYY

\*End Date:  
MM/DD/YYYY

**Submit**