

Registering for a View Permit Online Account Homeowner or Realtor

Registration is quick and easy. Use your email address as your username and create a unique password. This info will be required every time you log into the ViewPermit Online Center, so be sure to keep this info safe for future use. Registration is required prior to accessing any permits, inspections, or licenses.

Step 1

On the www.Andoverma.gov home page click on the “Permits” bubble



Step 2

Click on the:
“ONLINE PERMIT CENTER”

[Online Permit Center](#)



The Town of Andover is pleased to offer licensed contractors and home/property owners the ability to apply, pay for, and receive Building, Electrical, Gas, Plumbing and select Fire permits online through ViewPermit, our permitting partner. This is the first of a multi-phase initiative for offering and issuing a wide range of municipal permits and licenses electronically in order to provide greater convenience, an enhanced level of service, and to improve the overall customer experience

Step 3

Click: “Continue to the Online Permit Center”

For more information contact Fire Prevention at: 978-623-8660

Continue to Online Permit Center



Step 4

Next: "Click here to register"

Sign In

Email Address / User ID

Password



Don't have an account?
[Click here to register](#)

Step 5

Click on "Home Owners" or
"Businesses"

Select Account Type



Home Owners



Contractors

OR



Businesses



Utilities

Step 6

Fill in the fields as asked and click “Register”.

If you receive a red “Not Validated” please call our office for assistance (978-623-8660).

Account Registration



Email Address / User ID

password

Re-type Password

First Name

Last Name

Address

City

State

Zip

Phone Number



Account Registration



Email Address / User ID

Password

Re-type Password

First Name

Last Name

DBA

Business Type

Address

City

State

Zip

Phone Number

Emergency Contact Name

Phone Number



Activating your Account

Once you register, you must activate the account through the link sent in an automated e-mail by ViewPermit before you can log in.

Viewing History of a Property

Once you register for an online account, you can view permit history for any property in Andover. For a permit summary report of any property click on **“Print Permit Report”**.

Search Permits & Addresses (Begin by typing your permit or address, then select from the list that appears)

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If you have specific questions regarding the permits, please call our Fire Prevention office at 978-623-8660.

Viewing Property Map

You can also research property maps online. Visit our website at: www.andoverma.gov and click on the GIS Viewer (bottom of site)

