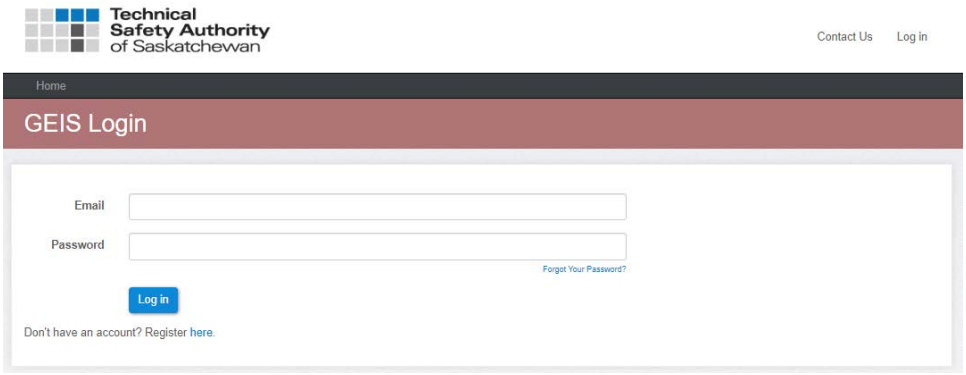
Finding Your Permits

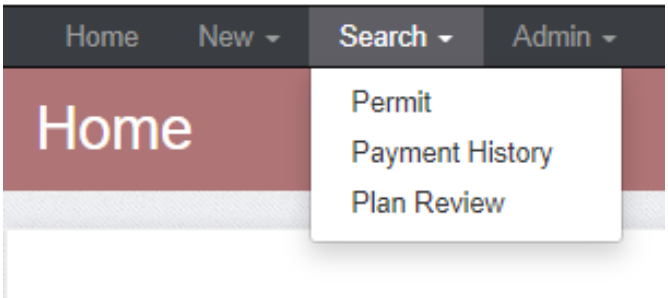
Online contractors have access to view their permit records using the Permit Search feature in their GEIS account . These permits will display the customer's name, location, permit number, and status of the permit.

Here’s how you can find your permits using your GEIS account.

Log into your online GEIS account at: https://geis.tsask.ca



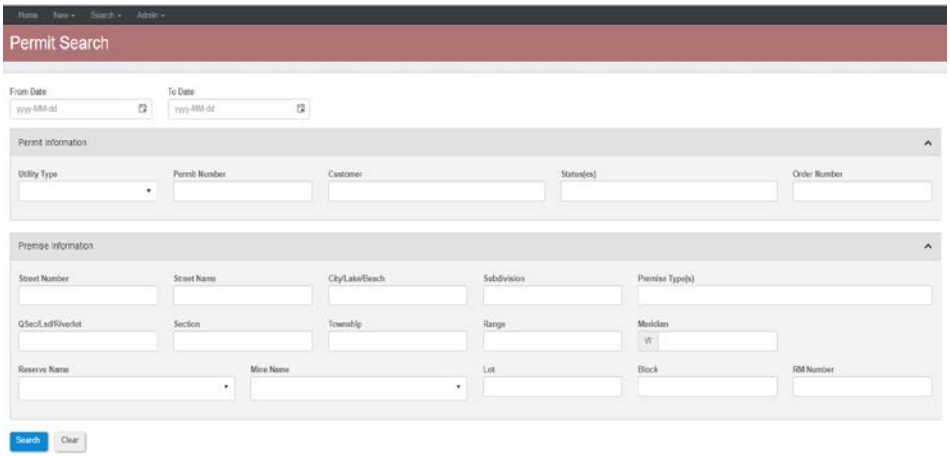
Once logged in, you will be able to access the permit search feature from the home page.



From the Home Page, select Search. A drop-down list will appear, select Permit.

Finding Your Permits continued …

This will bring you to the Search page. On this page, there are different fields to help narrow down your search. Or you can leave the fields blank and click Search for a full permit history.



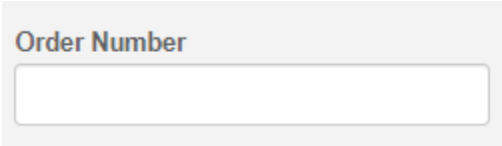
Search By Date:

You can use the From Date and To Date feature to search for permits from a specific time frame.



Search By Order Number:

Looking for the permits you just paid for? You can enter the Order Number from your receipt to find those permits.



Search By Address:

You can also Search using the Premise Information if you're looking for permits at a specific location or for a certain Premise Type.

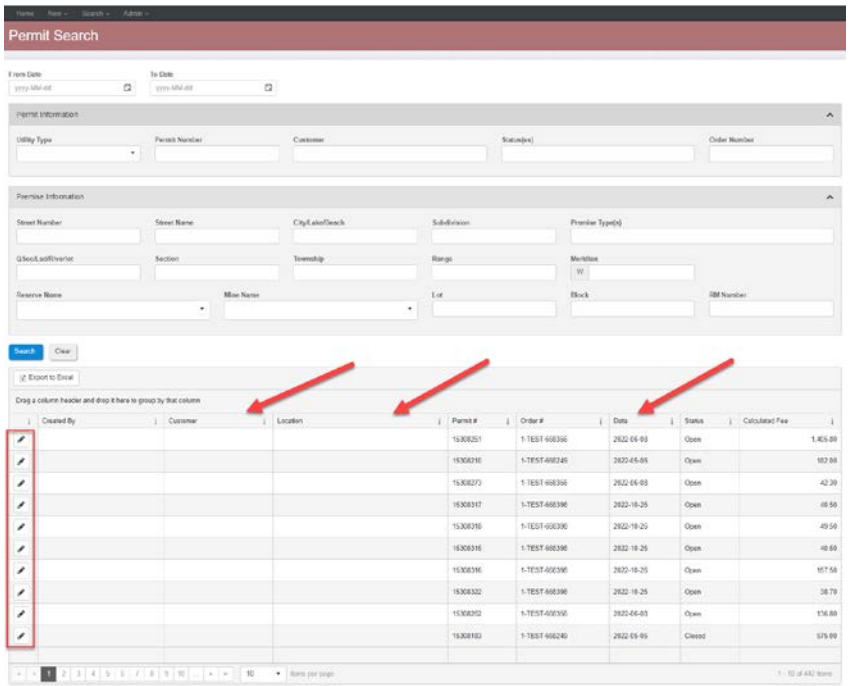


Having troubles searching?
Use the * symbol to help widen results.
Ex. When searching by location, enter 5* in the Street Name – this will bring up permits for 5 Ave, 5th Ave, 5 Street, 5th Street, etc.

Finding Your Permits continued …

General Search:

For a general permit history, you can leave the Search fields blank and click Search at the bottom of the page. This will bring up an unfiltered search history of all permit types associated with your contractor license. You can then click on the columns to sort through the results in order by customer name, location, or the date on the permit.



Found the permit you're looking for? Click the Pencil Icon to the left of the permit – this will open the permit in GEIS. You can print the permit using the Print Permit button at the bottom of the page. Permits cannot be edited once they have been paid for. If you need to make changes to a permit, please email GEIS@tsask.ca with your request.

No Results:

If you're not getting the results you're looking for, try removing some of the information in the Search Fields. Being too specific can limit the results of a search; use more general searches or using the * can help generate more results.

Clearing Searches:

You can use the clear button at the bottom of the page to clear all restrictions in the search fields.

