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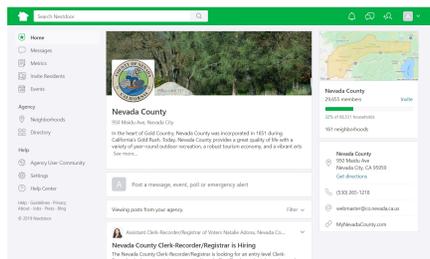
www.myNevadaCounty.com



## Why Use the Service Request Portal?

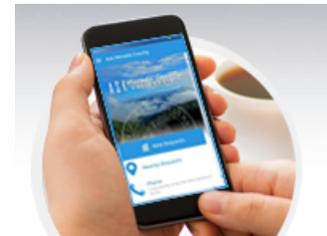
### 3 Reasons Why:

- **Accessibility** - Easy accessibility from your computer, tablet or mobile device.
- **Responsiveness** - Elimination of the middle-man with direct submission to the crews performing the tasks, which cuts down on the amount of time it takes to get perform or provide the repairs and maintenance.
- **Transparency** - Ability to view status of work



# Service Request Portal

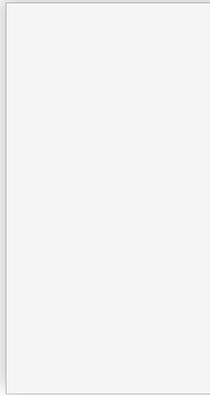
The app that allows local residents to improve their community by learning how to report issues.



## County of Nevada Public Works



Service Requests



## Getting Started

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Getting started is a breeze.

Simply go to the [MyNevadaCounty.com](http://MyNevadaCounty.com) website at: [www.mynevadacounty.com](http://www.mynevadacounty.com)

On the main page, scroll down and look for the link to **Service Requests**.

Click on the link to access the application.

## Submitting your Request

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Submitting your request is as simple as following these six steps.

1. Make sure that you are using the correct browser: **Chrome, Firefox Edge or Safari**.
2. Choose a Department such as **Road Maintenance**.
3. Select a **Category** such as **Drainage Concern**
4. Enter your **Contact Information** and a **Description of the Issue**.
5. If you have pictures of the issue you can upload up to four pictures.
6. Click on **Submit**. You will receive an email confirmation that includes your work order #. Make sure to retain this number to check on status of your workorder.

You will receive emails when

## How do I find out the status of my request?

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Wondering what is happening with your request?

GO to [MyNevadaCounty.com](http://MyNevadaCounty.com) website at:

[www.mynevadacounty.com](http://www.mynevadacounty.com)

On the main page, scroll down and look for the link to **Service Requests**.

Click on the link to access the application.

On the main page scroll all the way down to the bottom to **Search Existing Requests**.

Click on the **magnifying glass** icon

On the next page enter your **service request number**.

Make sure that the **Search By** is set to search by **Request #**.

Click on **Search**

## Contact Us

County of Nevada  
Department of Public  
Works

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