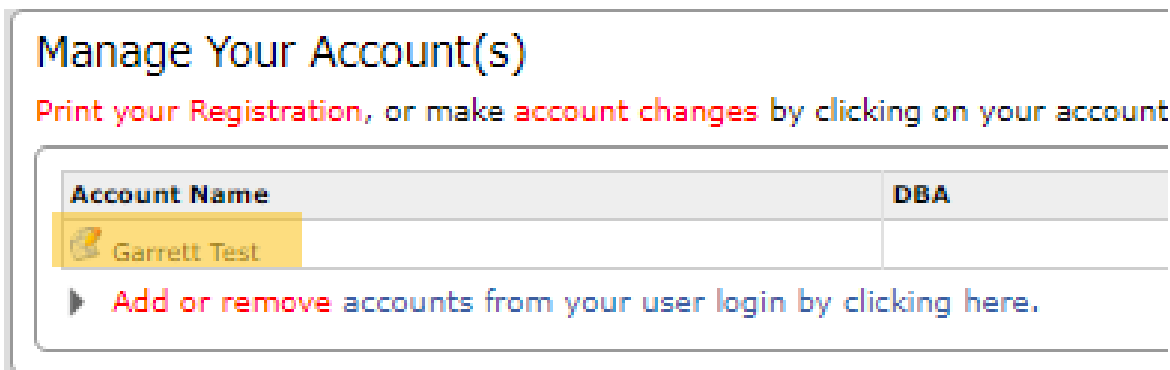


# How do I update the owner or emergency contact information for my Short-Term Rental permit?

Please follow these steps:

1. Log into your GovOS/MuniRevs account.
2. Click on the Manage Your Account(s) section.
3. There is a red link that reads make **account changes** by clicking on your account. Click on the account number that you want to make changes for.



On the next page, click on the [Account Information Update](#) form.

The screenshot shows a web interface titled "Editing Business: Garrett Test". The form has a "Basic info" tab selected. The "Business Name" field contains "Garrett Test" and the "DBA" field contains "Programmer Testing". Below the form, there are three red links with instructions: "ACCOUNT NAME OR ADDRESS CHANGE", "USER/ LOGIN OR EMAIL ADDRESS UPDATE", and "NO LONGER MANAGE THIS ACCOUNT?".

Enter your updates on the form and submit.