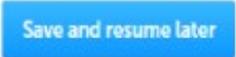

LSP - Licensed Site Professional Change of Mailing Address

Licensed Site Professional



EEA ePlace Portal

General Navigation

- ❑ Always Click  to move to the next page.
- ❑ Do NOT use the Browser Back Button  as this will take you out of the system
- ❑ Any field with a red asterisk (*) is required before you can move off the page.
- ❑ Click  to save your work and resume at a later time.
- ❑ Click on the tool tips where applicable to get more details. 
- ❑ Suggested preferred browsers are Chrome and Microsoft Edge



How to Apply

Log in to your account:

- ❑ Click or type this address on your browser:

<https://eplace.eea.mass.gov/citizenaccess>

- ❑ Log into your account in EEA ePlace using your username/password

Mass.gov State Offices & Courts State A-Z Topics State Forms Accessibility FAQs

An Official website of the Commonwealth of Massachusetts

EEA ePLACE Portal

[Announcements](#) [Accessibility Support](#) [Register for an Account](#) [Reports \(2\)](#) [Login](#)

Need Help? For technical assistance in using this web application, please call the ePLACE Help Desk Team at (844) 733-7522 or (844) 73-ePLAC between the hours of 7:30 AM-5:00 PM Monday-Friday, with the exception of all Commonwealth and Federally observed holidays. If you prefer, you can also e-mail us at ePLACE_helpdesk@state.ma.us. For assistance with non-technical questions, please contact the issuing Agency directly using the links below.

Contact:
[Energy and Environmental Affairs, MASSDEP](#)
[Energy and Environmental Affairs, MDAR](#)
[Energy and Environmental Affairs, DCR](#)

For DPL, DCAMP and ABCC permits or licenses, please [click here](#).

Convenience Fee: Please note there will be a convenience fee for all online credit card transactions. There is also a nominal fee for online payment by check.

Home

Welcome to the Commonwealth of Massachusetts ePLACE Portal

The Commonwealth of Massachusetts is pleased to offer online access to many licensing, permitting and certificate services. With ePLACE, the Commonwealth hopes to deliver more efficient, convenient, and interactive e-government services.

Options for Licensees and Applicants:

- Apply for, Renew, or Amend a License, Permit, Certificate, Notification or Registration
- Make Payments Online

ePLACE Portal Account Registration:

In order to utilize most of the services available through the ePLACE, you must first register for an account to do any of the following:

- Apply for a License, Permit, Certificate, Notification or Registration

Login

User Name or E-mail:

Password:

Remember me on this computer
[I've forgotten my password](#)
[New Users: Register for an Account](#)

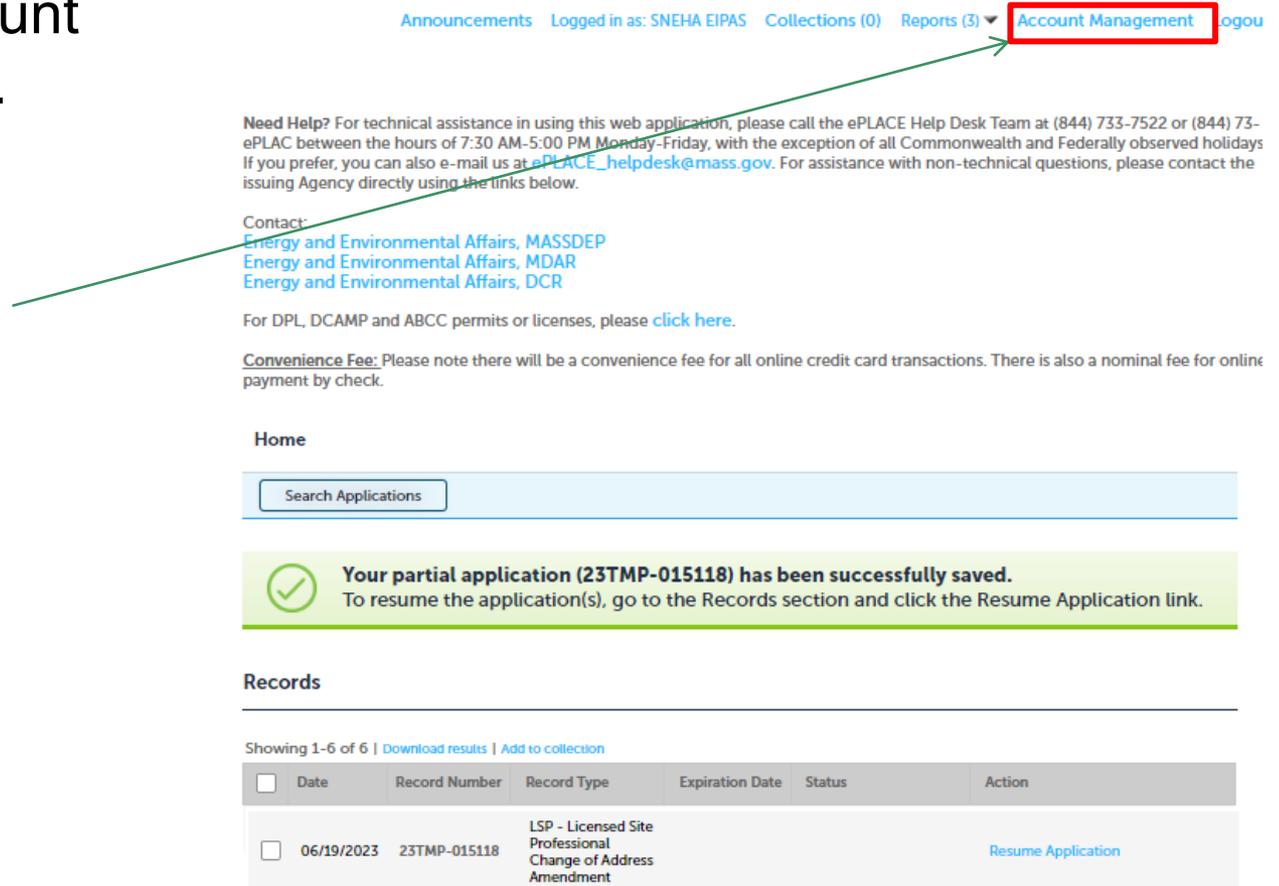
Please note: At this time, the ePLACE Portal services only some (not all) licenses, permits and certificates issued by Energy and Environmental Affairs(EEA). It does



EEA ePlace Portal

Step 1: Account Management

- Click on the “Account Management” link.



Announcements Logged in as: SNEHA EIPAS Collections (0) Reports (3) **Account Management** Logou

Need Help? For technical assistance in using this web application, please call the ePLACE Help Desk Team at (844) 733-7522 or (844) 733-ePLAC between the hours of 7:30 AM-5:00 PM Monday-Friday, with the exception of all Commonwealth and Federally observed holidays. If you prefer, you can also e-mail us at ePLACE_helpdesk@mass.gov. For assistance with non-technical questions, please contact the issuing Agency directly using the links below.

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Home

 **Your partial application (23TMP-015118) has been successfully saved.**
To resume the application(s), go to the Records section and click the Resume Application link.

Records

Showing 1-6 of 6 | [Download results](#) | [Add to collection](#)

<input type="checkbox"/>	Date	Record Number	Record Type	Expiration Date	Status	Action
<input type="checkbox"/>	06/19/2023	23TMP-015118	LSP - Licensed Site Professional Change of Address Amendment			Resume Application



Step 2: Contact Information

- ❑ The system will display your Account Information.
- ❑ In the 'Contact Information' section,
 - ❑ Click on the "Actions" button
 - ❑ Select "Edit".

Home

Dashboard My Records My Account

Manage Your Account
Your current account information is shown below. Click an Edit button to update information within a section.

Account Type
Licensed Professional Account

Login Information [Edit](#)

User Name: helloworld
E-mail: test@gma.com
Password: *****
Security Question: 1
Security Question: 2
Security Question: 3
Security Question: 4
Security Question: 5

Contact Information [Add Delegate Contact](#)

To update your Contact Information below please click on Actions and Edit. For First name and last name changes, you will need to contact your agency.

If applicable to your application, to add Delegate Pin or Applicant Pin, please select "Add Delegate Contact"

Note - E-mail addresses must be current in order to receive important legal and other notices relating to your use of this Portal.

Showing 1-1 of 1 | [Download results](#)

First Name	Middle Name	Last Name	Business Name	Contact Type	Account Owner	Status	Action
SNEHA		EIPAS		PublicUser	Yes	Approved	Actions Edit



Step 2: Contact Information

- ❑ Update the information accordingly and select “Save”.
- ❑ Please note: If you need to update your Legal First and Last Name, please contact the LSP Board at lsp.board@mass.gov

Home

Dashboard My Records My Account

View Contact Detail

Validate and update your contact information at this page.

Contact Information

Salutation: --Select-- Legal First Name: SNEHA Middle Name: Legal Last Name: EIPAS

*Country: United States *P.O. Box / Address Line: 1000 Happy Street

*City: Boston *State: MA *Zip: 23434-

*Primary Phone: 111-111-1111 Mobile Phone:

*Contact E-mail Address: sneha.kalagarla@mass.gov

Save Back to Account Management



Questions?

- For technical assistance:
 - Contact the ePlace Help Desk Team at (844) 733-7522
 - Or send an email to: ePLACE_helpdesk@state.ma.us

- For business related questions, please visit the link below:
<https://www.mass.gov/how-to/lsp-apply-for-change-of-address>

