

## Buncombe County Request for Information/Proposals Application Instructions

1. Navigate to the following web address in your browser:

[www.buncombecounty.org/apply](http://www.buncombecounty.org/apply)

This will direct you to Buncombe County's online application software.

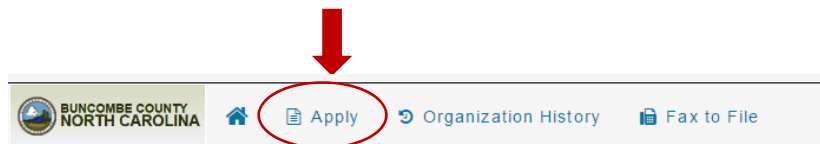
2. Log in or Create a New Account

- If you have used this system before, you can use the same email address and password.
- If you are a new user, please go through the steps to create an account by clicking "Create New Account."



The screenshot shows the Buncombe County North Carolina logo at the top left. Below it is the text "Logon Page". There are two input fields: "Email Address\*" and "Password\*". Below the password field is a link "Forgot your Password?". At the bottom are two buttons: "Log On" and "Create New Account".

3. Click "apply" in the top navigation bar.



4. Click the link for the application to begin applying.

For assistance, contact [rachael.nygaard@buncombecounty.org](mailto:rachael.nygaard@buncombecounty.org)