

# Requesting Access to the Historic Property Inventory (HPI) Online Submittal Application

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## Log in to your account.

SecureAccess Washington Registration - Registration Complete! - Microsoft Internet Explorer

Address: <https://secureaccess.wa.gov/public/saw/pub/regConfirm.do?s=98224&userId=dahpsupport>

**SAW SecureAccess WASHINGTON**

1 → 2 → 3 → 4 → 5 → 6  
Name & email address    Username & password    Review your information    Enter security check    Check your email    **Login to your account**

Your SecureAccess Washington account has been activated.  
To continue the registration for available services, please login below.

**Login to your SecureAccess Washington Account**

User ID:

Password:

[Forgot your User ID?](#)  
[Forgot your password?](#)

[Privacy Notice](#) [Help](#)

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Done    Internet

Click on the "Click here to add services"

SecureAccess Washington - Services - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Search Favorites

Address <https://secureaccess.wa.gov/myAccess/saw/select.do> Go Links Convert Select

**SAW** SecureAccess WASHINGTON

[My Secure Services](#) [Account Management](#) [About SecureAccess](#) [Help](#) [Logout](#)

Hello dahpsupport

Service	Agency	Description	User Status	Action
No Services. <a href="#">Click here to add services</a>				

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# Click the Department of Archaeology and Historic Preservation

SecureAccess Washington - Add a Service (Agency List) - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites Recycle Bin Mail Print Run My Recent Places

Address <https://secureaccess.wa.gov/myAccess/saw/myFortress/displayAgencies.do?section=addService> Go Links Convert Select

**SAW** SecureAccess WASHINGTON

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Hello dahpsupport

[My Services](#) [Add a New Service](#)

**Select an agency below to see a list of services:**

- [Department of Archaeology and Historic Preservation](#)
- [Department of Ecology](#)
- [Department of Health](#)
- [Department of Labor and Industries](#)
- [Department of Natural Resources](#)
- [Employment Security Department](#)
- [Workforce Training and Education Board](#)

**Service code:**

If you have been given a service code, enter it below to apply for access to the service.

**Search services by keywords:**

Enter keyword(s) below to find related services. Leave field blank to display all services.

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Internet

Click the Apply Button, next to HPI (Please note that the other application, WISAARD, is for reviewing sensitive archaeological data, and is restricted under RCW 42.56.300. If you believe that you qualify please contact [annie.strader@dahp.wa.gov](mailto:annie.strader@dahp.wa.gov))

The screenshot shows a web browser window titled "SecureAccess Washington - Add a Service (Service List)". The address bar shows the URL: <https://secureaccess.wa.gov/myAccess/saw/myFortress/serviceList.do?domain=DAHP>. The page header includes the "SAW SecureAccess WASHINGTON" logo and navigation links: "My Secure Services", "Account Management", "Help", "About SecureAccess", and "Logout". Below the header, it says "Hello dahpsupport" and has tabs for "My Services" and "Add a New Service".

### Add a Service to Your Account

Select a service to apply for from the following.

**Note:** Services for which you currently have access, have applied to and are awaiting approval, or those that you have been suspended or rejected from will not appear in this list.

[All Agencies](#) > [Department of Archaeology and Historic Preservation](#)

Action	Service Name	Description
<input type="button" value="Apply"/>	HPI	The Historic Property Inventory Web Portal ..... <a href="#">more</a> <a href="#">Privacy Notice</a>
<input type="button" value="Apply"/>	WISAARD	The Washington Information System for Architectural and Archaeological Records Data ..... <a href="#">more</a> <a href="#">Privacy Notice</a>

At the bottom of the page, there are links for "My Secure Services", "Account Management", "About SecureAccess", "Help", "Logout", and "Privacy Notice". A copyright notice reads: "Copyright 2004-2010 © Washington State Department of Information Services -- All Rights Reserved".

Fill in all fields and click register. If you fill out Historic Property Forms for more than one organization you must contact Megan Duvall at [megan.duvall@dahp.wa.gov](mailto:megan.duvall@dahp.wa.gov) to have other organizations added to your Historic Property profile.

SecureAccess WASHINGTON

My Secure Services Account Management Help About SecureAccess Logout

Hello dahpsupport

My Services Add a New Service

### Service Registration

Please fill out the form below to apply to agency **Department of Archaeology and Historic Preservation's** service **HPI**.

Field Name	Field Value	Description
Full Name	<input type="text"/>	Please enter your first and last name.
Email Address	<input type="text"/>	Please enter your email address.
Organization Name	<input type="text"/>	Please enter the name of your organization.

(\*) indicates a required field

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When your application is approved by DAHP, you will receive an auto generated email from Secure Access Washington. You may then log in to your account and use the web portal.

