

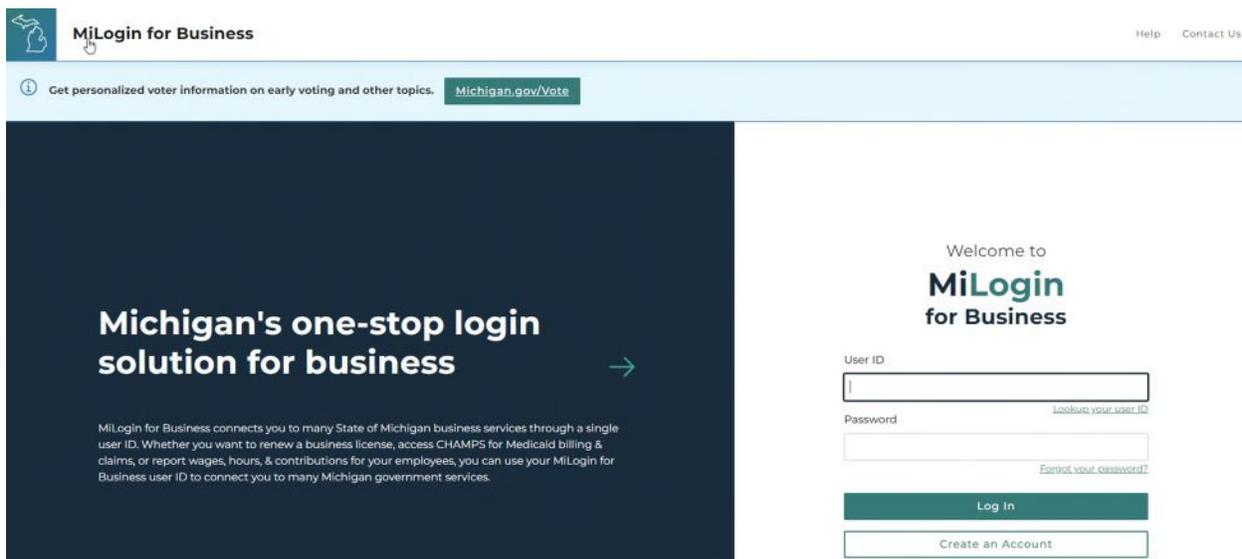
## “Email is Already Being Used” Error Message

You have subscribed to the MDOT Permit Gateway (MPG) and received the following error message. This is due to a security requirement that only allows one email address per user ID in MPG.

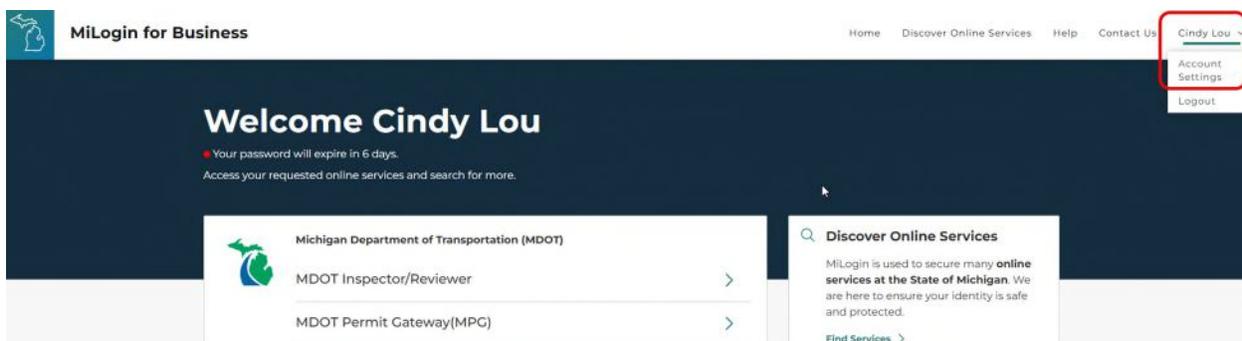


Follow the steps outlined below to update your email address to something unique and gain access to the MDOT Permit Gateway (MPG).

1. Sign into your MiLogin for Business account.



2. Click on your name to select “Account Settings”.



## “Email is Already Being Used” Error Message

3. Click on the editing pen to update the current email address.

**Account Settings**  
Set your profile information and improve your account security options.

**Louc1984**

**Name**  
Cindy Lou 

**Email**  
cindyylouu84@gmail.com 

**Work phone**  
517-241-8503 

**Mobile phone**  
[Add a phone number](#) 

4. Enter a new or different email address (a passcode will be sent to this email address for verification).

**MiLogin for Business** Home Discover Online Services Help Contact Us Cindy Lou ▾

[Back](#)  
Step 1 of 2  
**Email verification** →  
● ○

**Edit your email**

Email  
cindy.lou.84@yahoo.com

 We will never send you spam or share your information with anyone outside of the State of Michigan services you choose to access.

**Next Step**

## “Email is Already Being Used” Error Message

5. Complete email verification by entering in the passcode sent to the email address entered in the previous step.

MiLogin for Business

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< Previous Step

Step 2 of 2

**Passcode verification** →

Enter your passcode

We have sent you a passcode to your email  
cj\*\*\*\*\*@yahoo.com

Passcode

Next Step

Resend Passcode

6. MiLogin will automatically return to the account settings page with success confirmation.

**Account Settings**

Set your profile information and improve your account security options.

**Louc1984**

**Name**  
Cindy Lou

**Email**  
cindy.lou.84@yahoo.com

**Work phone**  
517-241-8503

**Success**  
Email successfully verified.

## “Email is Already Being Used” Error Message

7. Launch the MDOT Permit Gateway (MPG) by clicking on the link to push the update to MPG.

