Claiming Records in E-licensing

1. Select Manage My Licenses

2. Under records select Click here to associate licenses, permits, and other documents with your account.

3. Select the license type, then select next

4a. If Individual/Professional is selected fill in the required fields. First name and Last Name will already be populated. Then select next

4b. Select I agree to the verification advisory
4c. Answer the provided Identity Verification Questions and select next.
4d. Check your email for further information.

5a. If Business is selected answer the following question. If no is selected you will be required to create a tax account, if yes you will be required to enter your username and password.