

Registering as a New User

To begin using DBPR's online services you will first need to Create an Account.

DBPR Online Services Main Menu
Welcome to the Department of Business and Professional Regulation's Online Application Services.

For returning users, please login below.

If you are a new user select **"Create My Account"** link below under **"Create a New Online Profile"** to complete your initial registration.

Public Services	Log in to Online Profile
Apply for a New License	-E-Mail/User ID: <input type="text"/>
Public License Search	-Password: <input type="password"/>
File a Complaint	<input type="button" value="Log On"/>
	Forgot your password?
	Forgot User ID? Click here .

Create a New Online Profile

[Create My Account](#)

[Need Help Creating An Account?](#)

Select "Create My Account" to begin the one time registration process.

User Registration

After entering all of the information requested below, you will receive an e-mail from myfloridalicense@myfloridalicense.com with a temporary password. You will need this temporary password to complete your registration. If you do not receive an e-mail in a short period of time please check your Spam folder.

Enter your details and press "Next".

Press "Previous" to return to the previous screen.

Press "Cancel" to cancel this registration and return to the main menu.

Account Owner Contact Information

-First Name:

-Second Name:

-Last Name:

Account Login

-Email: (e.g. name@domain.com)

-Confirm Email:

-User ID:

Use email address as user id:

Or enter your own user id:

Password Recovery (In case you forget your password, you will be required to answer this question to obtain a new temporary password.)

-Secret Question: Select a predefined question: Or write your own question:

-Secret Answer:

Security Measures (This helps to prevent automated registrations.)

Type the characters from the picture below (without spaces):

Type the above words into the box below:

[Not readable? Get 2 more words](#)

[Get an audio CAPTCHA \(spoken words\)](#)

[get help with this](#)

Complete the User Registration Information.

Note: User account, submitted application, and payment information summary emails will be sent to the e-mail address provided. If you would like to login using your e-mail address select the box "Use e-mail address as userid". However, if you would like to login using something other than your e-mail address enter the a user id by entering it in the "Or enter your own user id:" box.

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The screenshot shows a web browser window with a blue header containing 'Logon' and 'Contact Us' links. The main content area is titled 'Preview Registration' and contains the following text: 'Review the information below. Press "Save" to save the registration information. Press "Edit" to modify your registration details. Press "Cancel" to cancel this registration and return to the main menu.' Below this is a table of registration details:

First Name:	Demo
Middle Name:	
Last Name:	User
E-mail:	demo.user@myfloridalicense.com
UserId:	demo.user@myfloridalicense.com
Secret Question:	What street did you grow up on?
Secret Answer:	Main

At the bottom right of the form are three buttons: 'Save', 'Edit', and 'Cancel'.

Verify the information entered is correct. If it is correct Select "Save". If any changes are needed Select "Edit" to correct.

The screenshot shows a confirmation page with a blue header containing a 'Logon' link. The main content area is titled 'User Registration - Temporary Password Issued' and contains the following text: 'A temporary password has been issued and sent to you via e-mail with the instructions on how to proceed. You will need this temporary password to complete your registration. Trouble receiving e-mail from us? Your e-mail filter may have routed the e-mail to your spam or junk folder.' At the bottom right is a 'Return' button.

A temporary password will be sent to you via email. Select "Return". If you do not receive an email in a short amount of time check your Spam or Junk Email Folder.

Subject: NEW USER ACCOUNT

Hello Demo,

Thank you for registering for an online account. Please complete your registration by logging on to your account at:

<https://www.myfloridalicense.com/datamart/mainMenuFLDBPR.do>.

Your online userid is your complete e-mail address and your temporary password is provided below.

Please note that your online password is case sensitive.

USERID : demo.user@myfloridalicense.com

PASSWORD: kegPyASS

← Temporary Password

*** Note: This is an automated email. Do NOT reply to this message.

New User E-Mail

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Apply for a New License Public License Search	*E-mail Address: <input type="text" value="demo.user@myfloridalicense.c"/> *Password: <input type="password" value="....."/> <input type="button" value="Log On"/> Forgot your password?
Create a New Online Profile	
Create My Account Need Help Creating An Account?	

Enter the email address and the temporary password provided in the email. Select "Log On". Please note the password is case sensitive. If the temporary password has an uppercase letter it must be typed in uppercase.

Create Password

Complete your online registration by creating your own unique password.

Enter the temporary password provided in the email you received.

Enter your new password in the New Password and Confirm Password fields.

Press "Save" to continue.

Your new password must contain the following:

- a minimum of eight (8) characters
- must not be the same as your user id
- must not be a variation of your user id
- must contain at least one (1) alphabetic character
- must contain at least one (1) non-alphabetic character

*Temporary Password:	<input type="password" value="....."/>
*New Password:	<input type="password" value="....."/>
*Confirm Password:	<input type="password" value="....."/>

Enter the Temporary Password, provided in the New User Email, in the Temporary Password field. Enter your new, unique password in the New Password and Confirm Password fields. Select "Save".

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[Contact Us](#)

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Create a New Online Profile	
Create My Account Need Help Creating An Account?	

You have now successfully created an online account.

Link an Existing License to My Account
If you have a license with the Department of Business and Professional Regulation and would like it associated with this account select "Yes". If this is your first time applying for a license select "No".

Do you wish to link your existing license to this account?

Once you have created an account you will be asked if you would like to Link an Existing License to this account. If you have a license with the Department of Business and Professional Regulation select "Yes" to continue. If this is your first time applying for a license select "No" to continue.