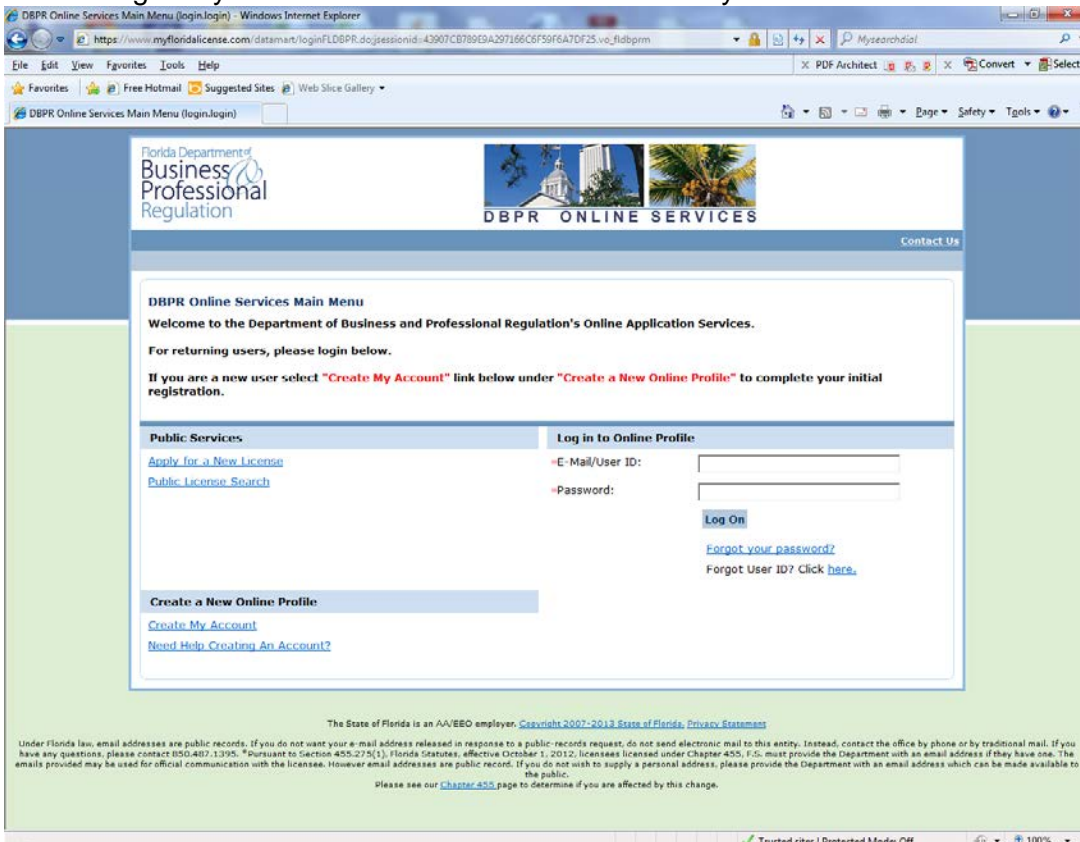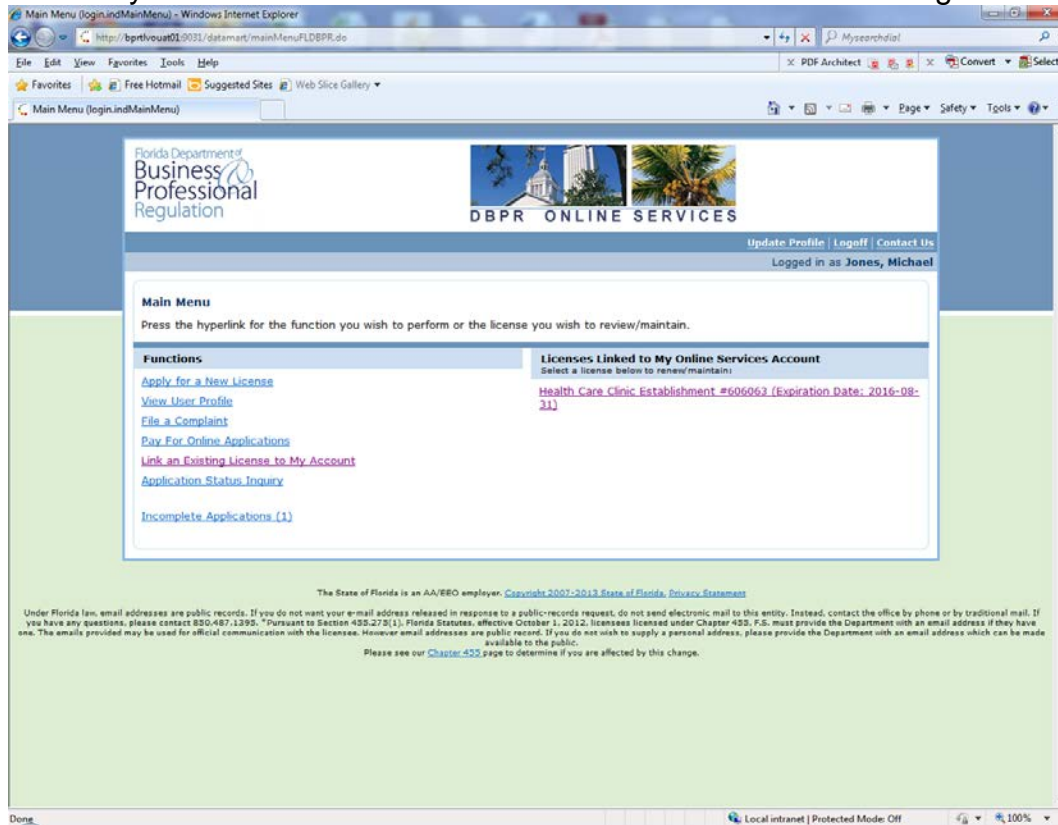# DDC Online Renewal Process

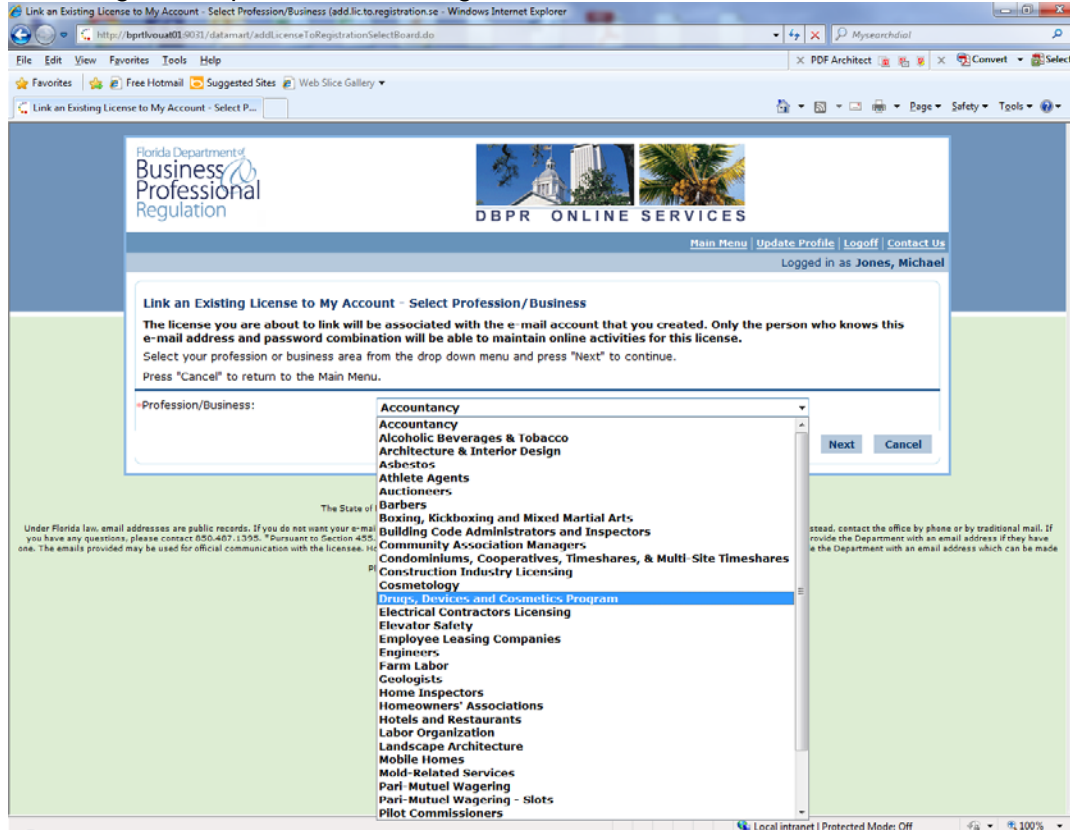1. Go to www.myfloridalicense.com and click on Licensee Login.

2. Log into your Online Profile or use the Create My Account link to create one.

3. Now you will need to link the License . Click on Link an Existing License to My Account.

4. Using the dropdown select Drugs, Devices and Cosmetics. Click Next.

5. Select the License Type using the dropdown and enter the License Number. Click next.

6. Enter Activation Code "last 4 of your FEIN number"

7. Enter the Security Check. All letters are lower case. Click next.

8. Click Add on the preview page.

9. Click Next on the Confirmation page.
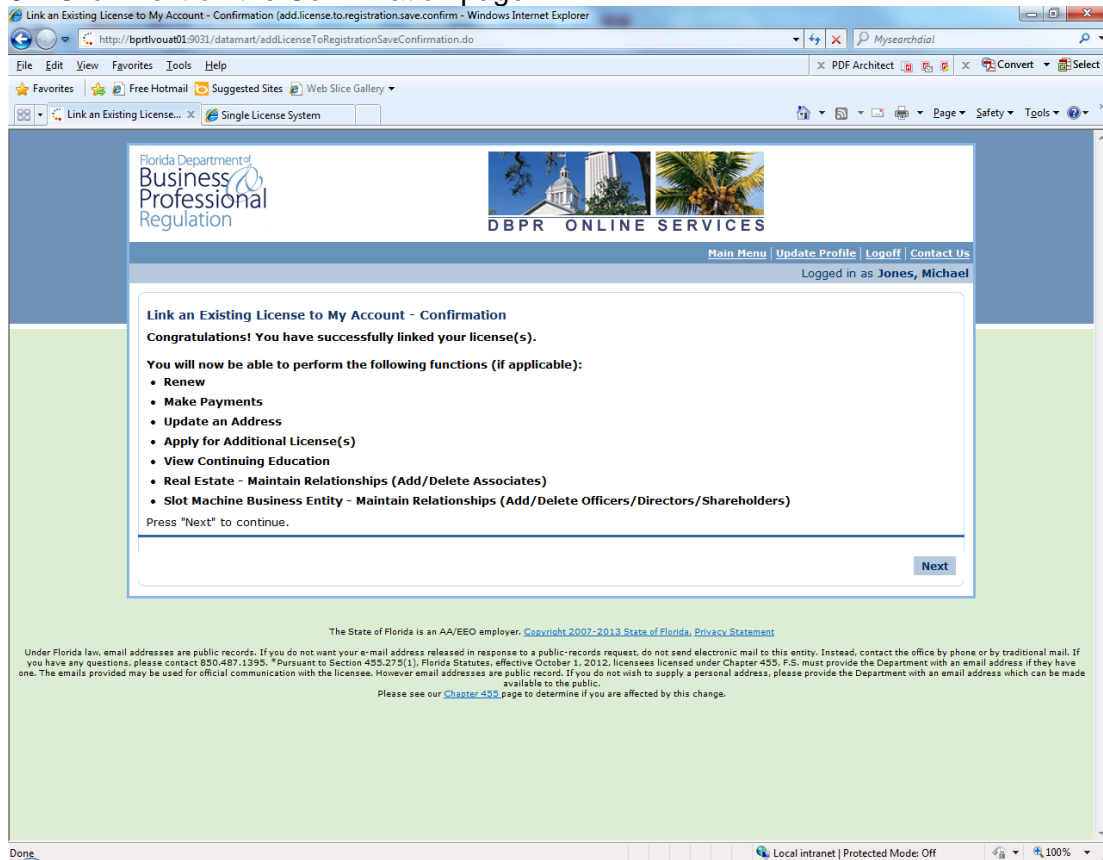
10. Now you are back to the Main Menu. You will see your license under "Licenses Linked to My Online Account". Click on the license to get to the License Menu.
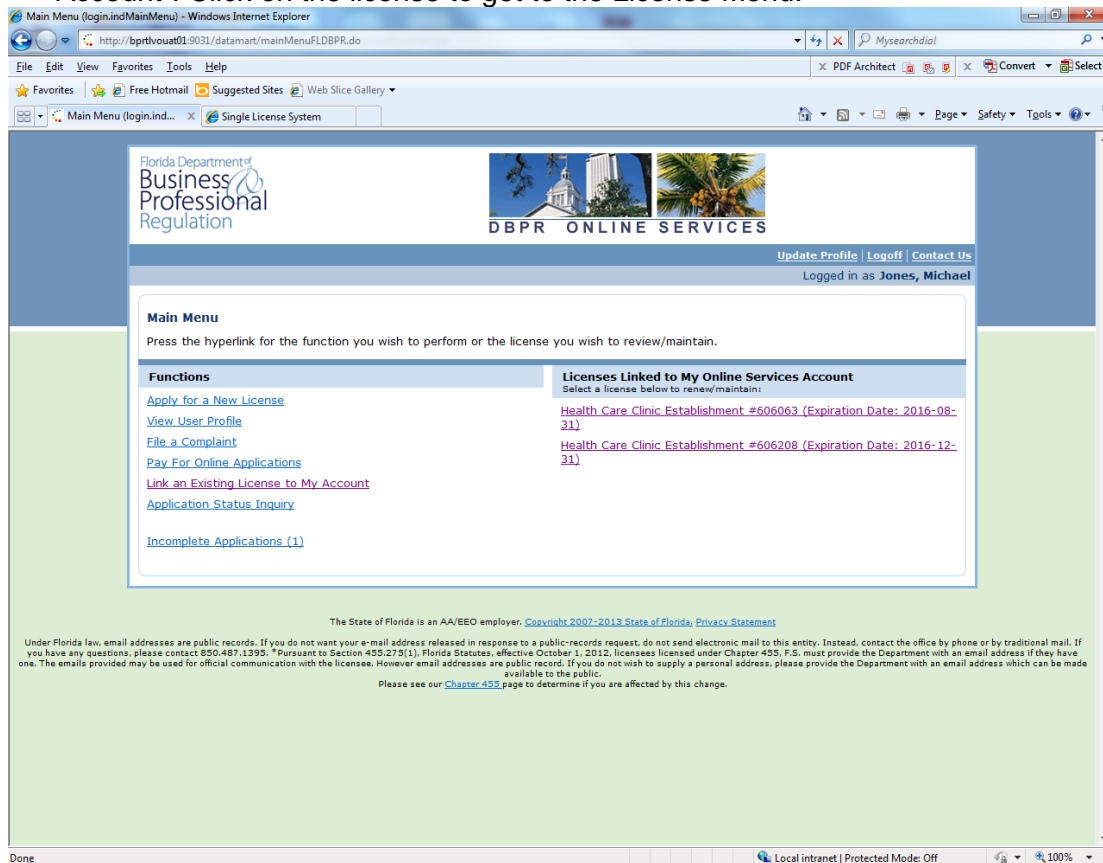
11. Once you are at the License Menu you will see your Renewal listed under Functions. Click on your renewal to start the renewal process.

12. After you have answered all of the question on the application you will be able to make a payment.