

Link an Existing License to My Account

The screenshot shows the DBPR Online Services main menu. At the top left is the logo for the Florida Department of Business Professional Regulation. In the center, there are two images: one of a building and one of palm trees, with the text "DBPR ONLINE SERVICES" below them. On the right, there is a "Logoff" link and the text "Logged in as User, demo". Below this is a "Main Menu" section with the instruction: "Press the hyperlink for the function you wish to perform or the license you wish to review/maintain." Underneath, there are two columns of links. The left column is titled "Functions" and includes: "Apply for a New License", "View User Profile", "Pay For Online Applications", "Link an Existing License to My Account", and "Application Status Inquiry". The right column is titled "Licenses Linked to My Online Services Account" and includes the instruction: "Select a license below to renew/maintain:". At the bottom of the page, there is a footer with legal notices and a "Privacy Statement" link.

Select "Link an Existing License to My Account".

The screenshot shows the "Link an Existing License to My Account" selection screen. At the top, it says "Link an Existing License to My Account - Select Profession/Business". Below this, there is a warning: "The license you are about to link will be associated with the e-mail account that you created. Only the person who knows this e-mail address and password combination will be able to maintain online activities for this license." It then asks the user to "Select your profession or business area from the drop down menu and press 'Next' to continue." and "Press 'Cancel' to return to the Main Menu." Below this is a dropdown menu labeled "Profession/Business:" with a list of professions. The list includes: Accountancy, Accountancy, Alcoholic Beverages & Tobacco, Architecture & Interior Design, Asbestos, Athlete Agents, Auctioneers, Barbers, Building Code Administrators and Inspectors, Community Association Managers, Construction Industry Licensing, Cosmetology, Electrical Contractors Licensing, Elevator Safety, Employee Leasing Companies, Engineers, Farm Labor, Florida Drugs, Devices and Cosmetics Program, Geologists, Home Inspectors, Hotels and Restaurants, Labor Organization, Landscape Architecture, Mold-Related Services, Pari-Mutuel Wagering, Pari-Mutuel Wagering - Slots, Pilot Commissioners, Real Estate Appraisal, Real Estate Commission, State Boxing Commission, and Talent Agents. The "Real Estate Commission" option is highlighted. To the right of the dropdown menu are "Next" and "Cancel" buttons. At the bottom of the page, there is a footer with legal notices and a "Privacy Statement" link.

Select the Appropriate Board/Division from the drop down list. Select "Next".

Link an Existing License to My Account

Florida Department of
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[Main Menu](#) [Logoff](#)
Logged in as **User, Demo**

Link an Existing License to My Account - Select License

The license you are about to link will be associated with the e-mail account that you created. Only the person who knows this e-mail address and password combination will be able to maintain online activities for this license.

Select the License Type from the drop down menu and then enter the License Number of the license to be linked to this account.

Press "Next" to continue.
Press "Cancel" to return to the Main Menu.

*License Type:

*License Number:

Select the License Type from the drop down menu and enter the corresponding License Number (numeric characters only). Select "Next".

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[Main Menu](#) [Logoff](#)
Logged in as **User, Demo**

Link an Existing License to My Account - Security Measures

Enter the required data and press "Next" to continue.
Press "Previous" to return to the previous screen.

Initial Activation Code (Hint: This may be the last four digits of your Social Security Number or Federal Employer Identification Number)

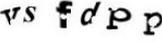
PLEASE NOTE: Some individuals may have been assigned an Activation Code instead of the last four digits of their Social Security Number or Federal Employer Identification Number. If your SSN or FEIN does not match the Activation Code on file, please contact our Customer Contact Center at 850.487.1395 or [email Customer Contact Center](#). The Call Center staff will be able to provide you with your Activation Code.

For Professional Engineers, please contact the Florida Engineers Management Corporation at 850.521.0500 for assistance if your SSN or FEIN does not match the Activation Code on file.

Initial Activation Code:
(Hint: This may be the last four digits of your Social Security Number or Federal Employer Identification Number)

Security Check (This helps to prevent automated registrations.)

*To complete the registration process, please enter the characters in the picture below (without spaces):



Enter your Initial Activation Code. This may be the last four digits of your Social Security Number or Federal Employer Identification Number. Enter the Security Check code. Select "Next".

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Main Menu Logoff
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Link an Existing License to My Account - Preview

The license you are about to link will be associated with the email account that you created. Only the person who knows this email address and password combination will be able to maintain online activities on this license.

Once this license is linked you will not be able to unlink the license.

Press "Add" to add these licenses to your account.
Press "Previous" to return to the previous screen.
Press "Cancel" to return to the Main Menu.

License Type:	License Number:
Real Estate Corporation	1004557

Add Previous Cancel

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Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to

If this license number is correct Select "Add".

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Link an Existing License to My Account - Confirmation

Congratulations! You have successfully linked your license(s).

You will now be able to perform the following functions:

- Renew
- Make Payments
- Update an Address
- Apply for Additional License(s)
- View Continuing Education, if applicable
- Real Estate - Maintain Relationships (Add/Delete Associates)

Press "Next" to continue.

Next

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Congratulations! You have successfully linked your license(s). Select "Next" to continue.

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Logoff

Logged in as **User, demo**

Main Menu
Press the hyperlink for the function you wish to perform or the license you wish to review/maintain.

Functions

- [Apply for a New License](#)
- [View User Profile](#)
- [Pay For Online Applications](#)
- [Link an Existing License to My Account](#)
- [Application Status Inquiry](#)

Licenses Linked to My Online Services Account
Select a license below to renew/maintain:

- [Real Estate Corporation #1004557 \(Expiration Date: 03/31/2012\)](#)

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Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact the office by phone or by traditional mail. If you have any questions regarding DBPR's ADA web accessibility, please contact our Web Master at

The license has now been linked under “Licenses Linked to My Online Services Account”. You can now select this license to renew/maintain online activities.