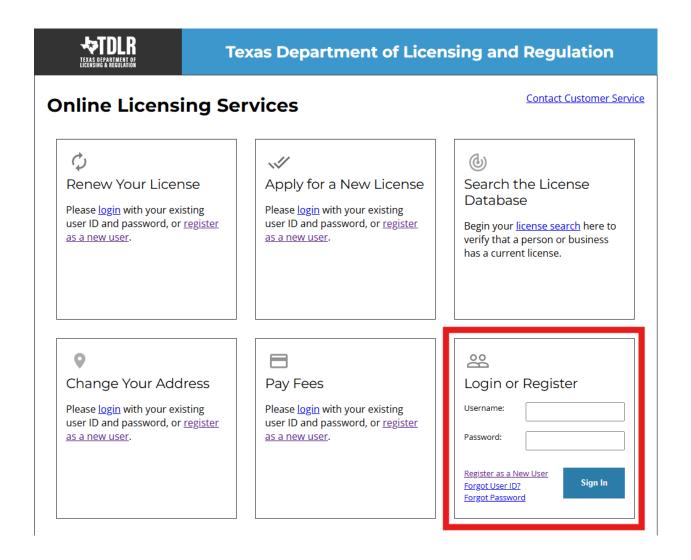
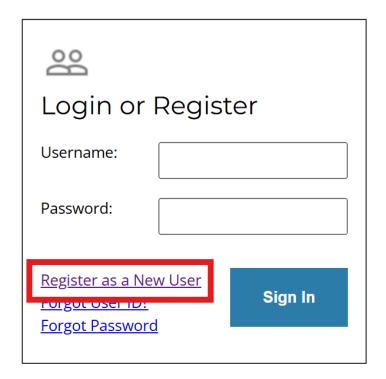


How to Complete Registration through Online Licensing Services

- Click the following link to begin registration: Online Licensing Services TDLR (texas.gov)
- 2. Navigate to the Login or Register box at the bottom right of the screen.

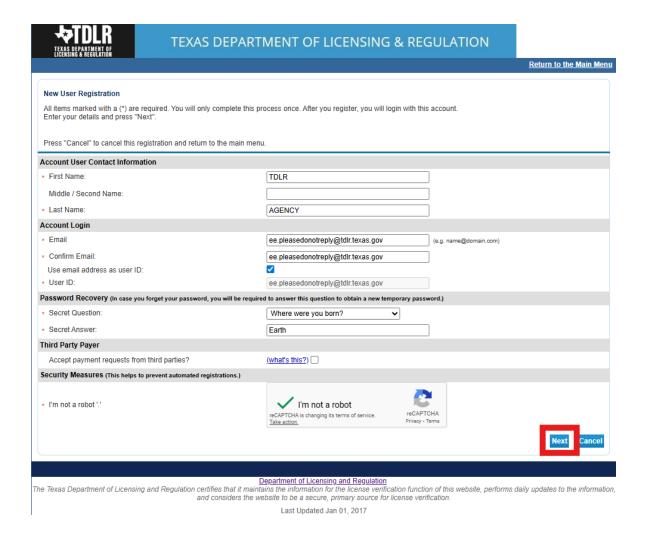


3. Within this box, navigate to the bottom left corner and click "Register as a New User".



4. You will then be taken to the **New User Registration** screen. Fill out all required fields which are marked with an asterisk (*). Once finished, navigate to the bottom right corner of the screen and click the "**Next**" button.





5. This will take you to the **Preview Registration** screen. Verify that your information is correct, then navigate to the bottom right corner of the screen and click the "Save" button.



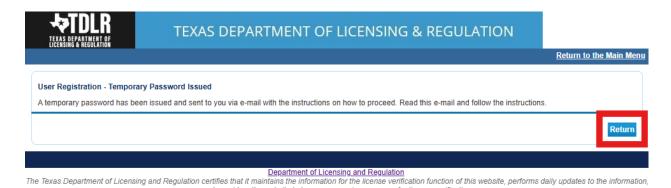


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6. After clicking the "Save" button, this will take you to the User Registration -Temporary Password Issued screen. A temporary password will be issued and sent to you via e-mail. Navigate to the bottom right corner of the screen and click the "Return" button.



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7. The email will come from the email address 'no-reply@tdlr.texas.gov'. If the email is not in your inbox, check your spam folder.





- Within this email, copy the temporary password provided and complete your registration by clicking the following link: Online Licensing Services - TDLR (texas.gov)
- 9. On the Online Licensing Services page, navigate to the Login or Register box at the bottom right of the screen. Enter your username and temporary password.





Texas Department of Licensing and Regulation

Online Licensing Services

Contact Customer Service



Renew Your License

Please <u>login</u> with your existing user ID and password, or <u>register</u> as a new user.



Apply for a New License

Please <u>login</u> with your existing user ID and password, or <u>register</u> as a new user.



Search the License Database

Begin your <u>license search</u> here to verify that a person or business has a current license.



Change Your Address

Please <u>login</u> with your existing user ID and password, or <u>register</u> <u>as a new user</u>.



Pay Fees

Please <u>login</u> with your existing user ID and password, or <u>register</u> as a new user.



10. Within this box, click the "Sign In" button.





Texas Department of Licensing and Regulation

Online Licensing Services

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Search the License Database

Begin your <u>license search</u> here to verify that a person or business has a current license.



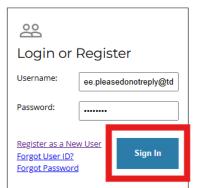
Change Your Address

Please <u>login</u> with your existing user ID and password, or <u>register</u> as a new user.



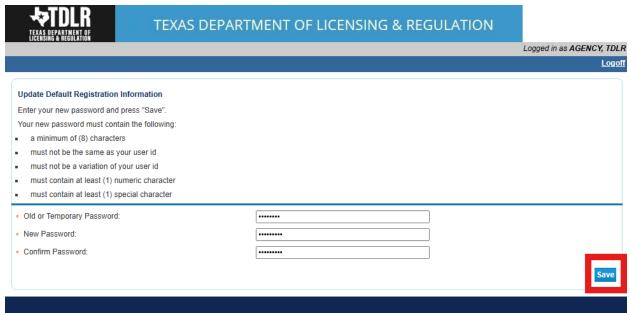
Pay Fees

Please <u>login</u> with your existing user ID and password, or <u>register</u> <u>as a new user</u>.



11. You will be taken to the **Update Default Registration Information** screen. Here, the system will prompt you to create your own password. Enter your temporary password and your new password, then navigate to the bottom right corner of the screen and click the "**Save**" button.





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Congratulations! You have successfully registered your Online License Services account.