

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.

We have upgraded our online services, but the new system will require all users, including returning users, to complete a one-time registration profile with your email address.

Follow the "Create My Account" link below under "Create a New Online Profile" to complete your initial registration. If you have used a numeric user ID and password in the past to access DBPR Online Services, you must still create a new online profile.

Public Services

[Apply for a New License](#)

[Public License Search](#)

Log in to Online Profile

*Email Address:

*Password:

[Forgot your password?](#)

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 email from Myfloridalicense@dbpr.state.fl.us with a temporary password. If you do not receive an email in a short period of time please check your Spam folder.

Enter your details and press "Next".

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

Account Owner Contact Information

*First Name:

Middle Name:

*Last Name:

Account Login

*Email (this will be your User ID): (e.g. name@domain.com)

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.)

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

Complete the Account Owner Contact Information. The email address provided will be needed to log into DBPR's online services

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Preview Registration

Press "Save" to save the registration.
Press "Edit" to modify your registration details.
Press "Cancel" to cancel this registration and return to the main menu.

First Name: **Demo**
Second Name:
Last Name: **User**
Email: **demo.user@dbpr.state**
Secret Question: **What street did you grow up on?**
Secret Answer: **Monroe**

[Save](#) [Edit](#) [Cancel](#)

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

webmaster@dbpr.state.fl.us'."/>

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User Registration - Temporary Password Issued

A temporary password has been issued and sent to you via e-mail with the instructions on how to proceed. Read this e-mail and follow the instructions.

Trouble receiving email from us? Your email filter may have routed the email to your spam or junk folder.

[Return](#)

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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 webmaster@dbpr.state.fl.us.

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 be sure to check your Spam or Junk Email Folder.

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Sent: Thursday, January 13, 2011 9:45 AM

To: User, Demo

Hello Demo,

Thank you for registering for an online account with the Department of Business and Professional Regulation.

Please complete your registration by logging on to your account at:

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

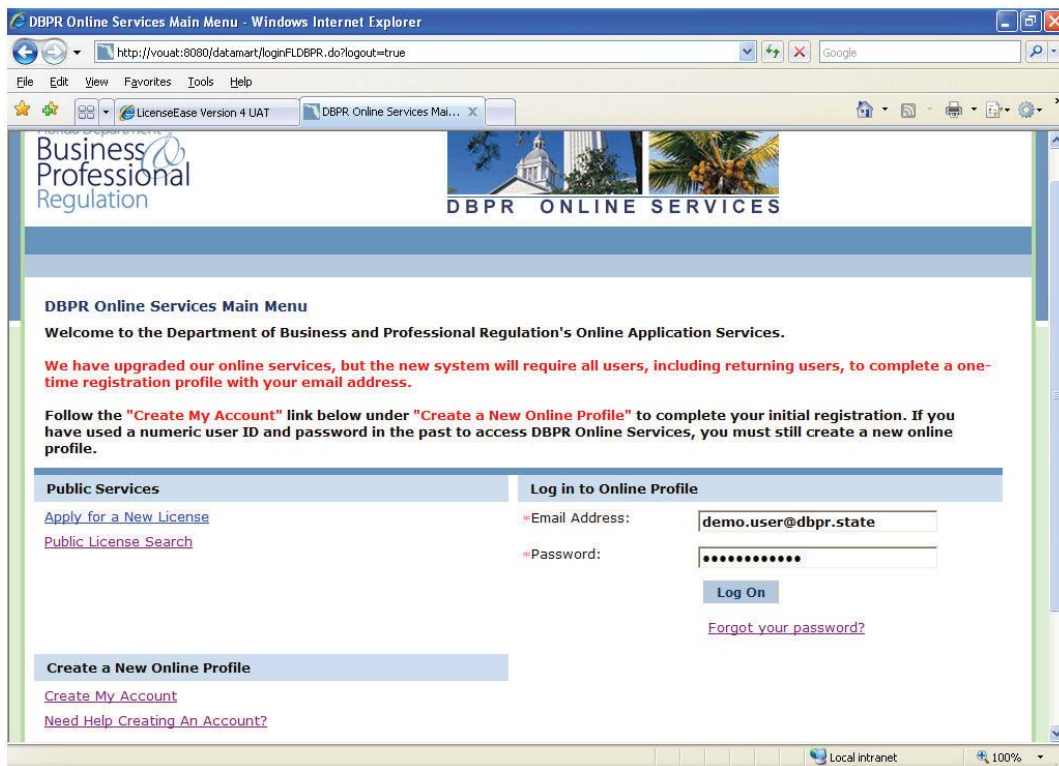
Your online userid is your complete e-mail address and your temporary password is provided below.

Please note that your online password is case sensitive.

USERID : demo.user@dbpr.state.fl.us
PASSWORD: EGrbkPe6

After you successfully login using the temporary password provided you will register your own unique password that will you use each time you login to DBPR Online Services.

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



Enter the email address and the temporary password provided in the email. Select "Log On".

Registering as a New User

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

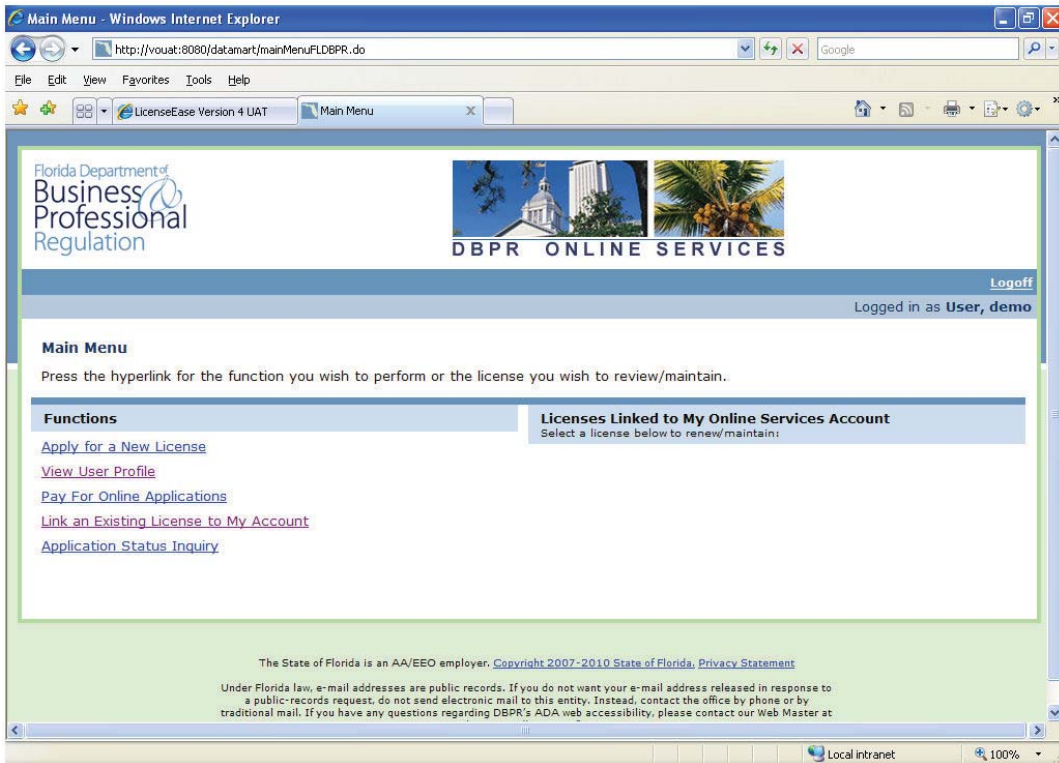
*Temporary Password:

*New Password:

*Confirm Password:

Save

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".



You have now successfully created an online account.