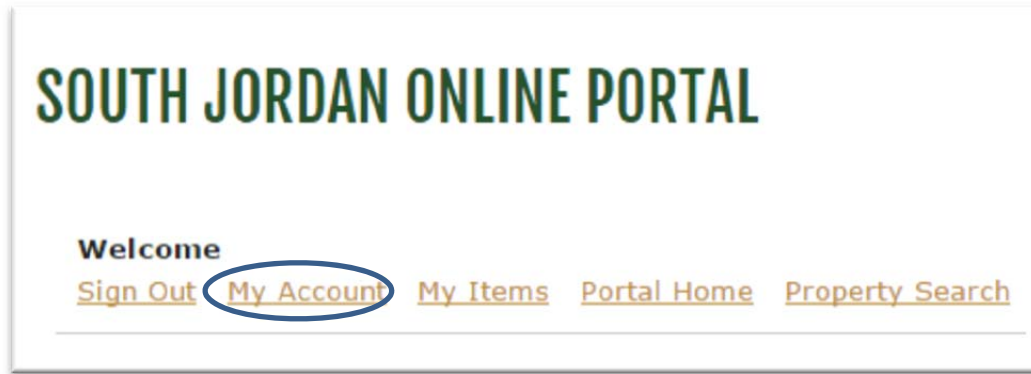
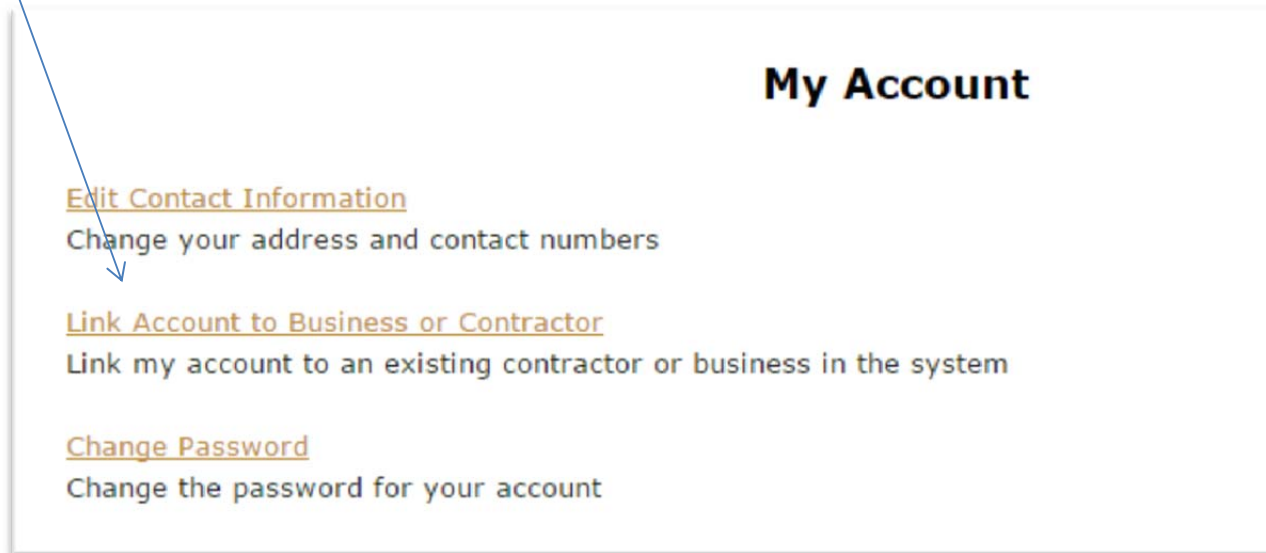


INSTRUCTION TO RE-LINK YOUR ACCOUNT

Once you sign in, click **My Account**



Click: **Link Account to Business or Contractor**



Are you trying to register as a contractor? **NO**

Are you trying to register as a business owner? **YES**

Enter your license or issuance number: **LCB####**

*This number is found on the license application summary or on your renewal sent to by mail.

Your business name should be visible.

Click on the **NAME** to link your portal account to that license.

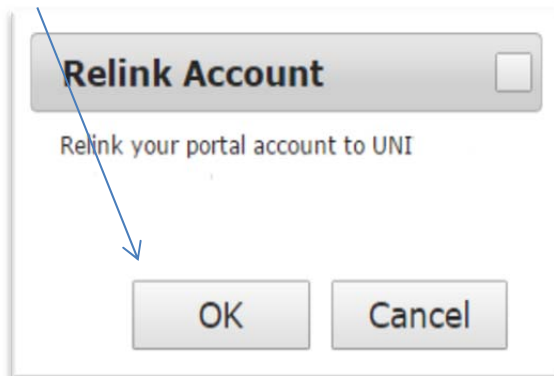


Enter your license or issuance number:

Click on the license to link your portal account to that license.

UNI
W DAYBREAK

Push **OK**



Relink Account

Relink your portal account to UNI

You will get an email shortly to activate your account.

Once you have activated your account, go to: **My Items** and click on the **“My License Application”**

You should be able to sign in and print out your license.

My Items

This page lists all the applications and other items in which you are a contact.

[Expand All](#) / [Collapse All](#)

- ▶ **My Code Enforcement Complaints** _____
- ▶ **My License Applications** _____