## Printing a pocket card

To print a pocket card\*, follow these steps:

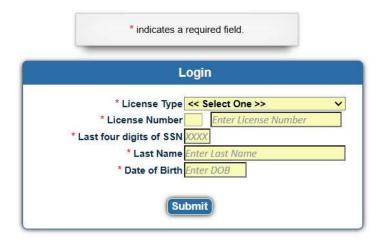
\* Only individual licensees can print a pocket card. Pocket cards are not available to firms.

An individual licensee can log in to our secure online system and print a current pocket card. Start the process on our website homepage (<u>www.pepls.ms.gov</u>). Using your mouse, scroll down the page until you see the following:



**Click on Renew Here** 

On the next screen you will see the following:



## Enter in your specific details

On the next screen verify your email\*\* address.

455 North Lamar Street, Suite 208, Jackson, MS 39202 Office: 601-359-6160 / Email: information@pepls.state.ms.us

<sup>\*\*</sup>As a reminder: Email will be the primary mode of communication sent to you from the Board. Please maintain an accurate email with this agency.

## Printing a pocket card

On the next screen you will see the following on the left side of the screen:



## Select Print pocket card

On the next screen you can download and /or print your pocket card.

Please sign your pocket card once printed. We also recommend laminating it to preserve the card.

Please contact our office if additional information and / or assistance is needed.

Office: 601-359-6160 / Email: information@pepls.state.ms.us