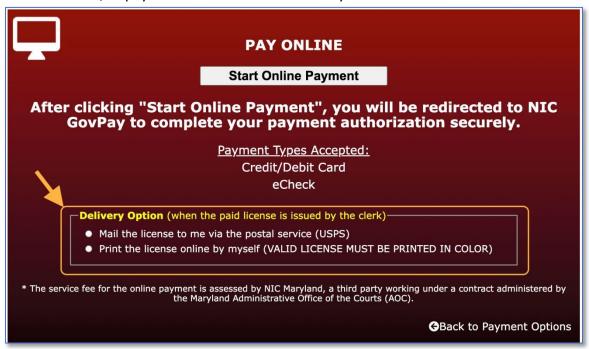
Customer Print of Issued Licenses

#### **eLicense New Feature**

Customers using <u>Maryland Business Licenses Online</u> will now be able to print out their issued Business License directly from the website.

When the online customer selects the **Awaiting Payment** option, on Maryland Business Licenses Online, to pay for their business license they will see the below screen.



They will have the option to request to have their license mailed to them \*\*CLERK MAILS\*\*, or they may print it themselves. \*\*CUSTOMER PRINTS\*\* Note warning about printing in color.

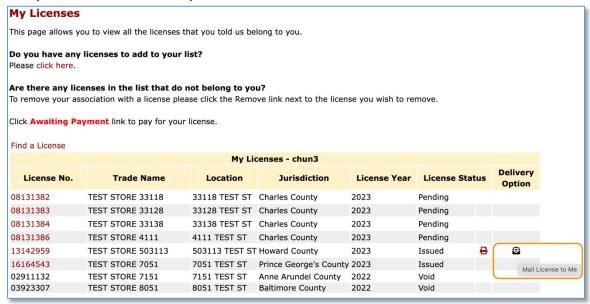
If they select **Start Online Payment** without making a choice, they will receive the below error message. They cannot proceed to payment without choosing one of the options listed.



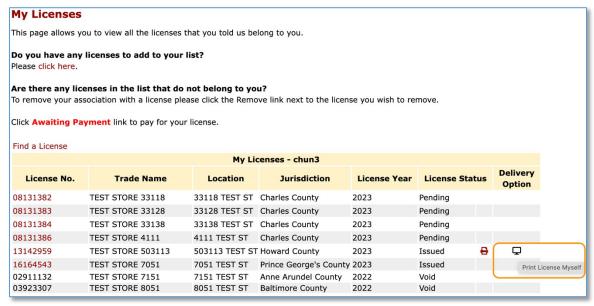
Customer Print of Issued Licenses

The customer will also see their selected delivery options online.

If they hover over the envelope icon it will state "Mail License to me". \*\*CLERK MAILS\*\*



If they hover over the computer monitor icon it will state "Print License Myself". \*\*CUSTOMER PRINTS\*\*



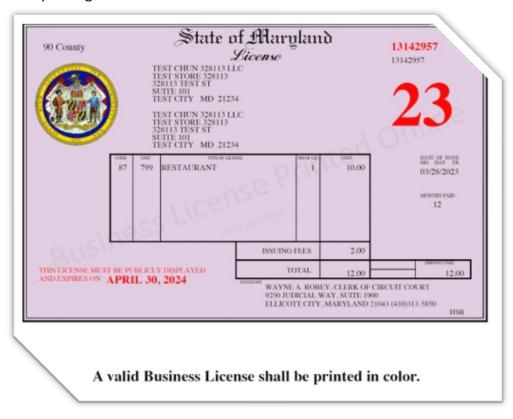
The customer will still have the print option available to them after the license is issued even if they chose to have it mailed to them.

**Note:** This option is only available for licenses that were paid for online. They will not see a print icon for any licenses paid for in person or by mail.

**Customer Print of Issued Licenses** 

License Year	License Sta	tus	Delivery Option
2020	Issued		
2021	Issued	<b>B</b>	₽
2022	Issued	₽	₽
2023	Issued	₽	₽
	Print License		

The business license printed by the customer will have a watermark which also includes the print count of how many times the license has been printed. There is also an additional warning about printing in color.



The customer will receive an automated email notifying them that the Issued License is ready. However, the email language will be dependent upon which delivery option the customer selected when paying for their business license.

Customer Print of Issued Licenses

#### "License Issued - Mail by Postal Service Notification" Email Message.

PLEASE DO NOT RESPOND TO THIS MESSAGE. IT IS SENT FROM AN UNMONITORED ADDRESS. IF YOU HAVE ANY QUESTIONS ABOUT YOUR LICENSE, PLEASE CONTACT THE CLERK OF THE CIRCUIT COURT FOR YOUR JURISDICTION.

Your Prince George's County, Maryland 2023 On-Line business application control # 16164543

07/05/2023 12:28:12

Location Name & Address: TEST CHUN 7051 TEST STORE 7051 7051 TEST ST SUITE 101 TEST CITY, MD 20705

License type & specific amount Number of Vending Machines 2

Code Unit Type of License Cost

87 799 RESTAURANT 10.00 Issuing Fee 2.00

90 002 VENDING MACHINE 5.00 Issuing Fee 2.00

Total Penalty 0.00

LICENSE COST \$19.00

Your license has been ISSUED and will be MAILED TO YOU VIA THE POSTAL SERVICE (USPS).

If you have any questions please contact the Clerk of the Circuit Court for Prince George's County - License Department (301)952-3331

It is your responsibility to contact any other licensing agencies which may require you to have additional licenses.

Customer Print of Issued Licenses

#### "License Issued - Ready to Print Notification" Email Message.

PLEASE DO NOT RESPOND TO THIS MESSAGE. IT IS SENT FROM AN UNMONITORED ADDRESS. IF YOU HAVE ANY QUESTIONS ABOUT YOUR LICENSE, PLEASE CONTACT THE CLERK OF THE CIRCUIT COURT FOR YOUR JURISDICTION.

Your Prince George's County, Maryland 2023 On-Line business application control # 16164543

07/05/2023 12:28:12

Location Name & Address:

TEST CHUN 7051 TEST STORE 7051

**7051 TEST ST** 

**SUITE 101** 

TEST CITY, MD 20705

License type & specific amount Number of Vending Machines 2

Code Unit Type of License Cost

87 799 RESTAURANT 10.00

Issuing Fee 2.00

90 002 VENDING MACHINE 5.00

Issuing Fee 2.00 Total Penalty 0.00

LICENSE COST \$19.00

Your license has been ISSUED and you can now use Maryland Business Licenses Online website <a href="https://www.mdcourts.gov/license">(https://www.mdcourts.gov/license</a>) to PRINT YOUR BUSINESS LICENSE.