

LINK TO YOUR PROFESSIONAL LICENSES

Step-by-step instructions

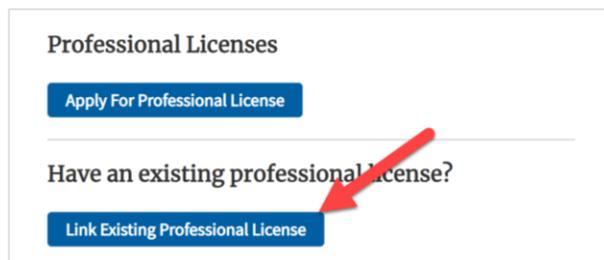
To access your professional license information, you must first create or sign into a SecureAccess Washington (SAW) login. If you haven't completed this step, please visit <https://www.dol.wa.gov/business/accountaccess.html>.

Important! You should not link the license of another professional licensee to your login account.

If you will be administering license for other professional licensees, you must create a separate login for each licensee in the name of the licensee (not your name).

Link your professional license

1. Select the "Link Existing Professional License" button.



2. Answer "For Me" to "The license I want to link is:"
3. Answer "No" to "Do you have an activation code?".

4. Enter your last name and birthdate, select your type of license, and enter your license number. Select "Search."

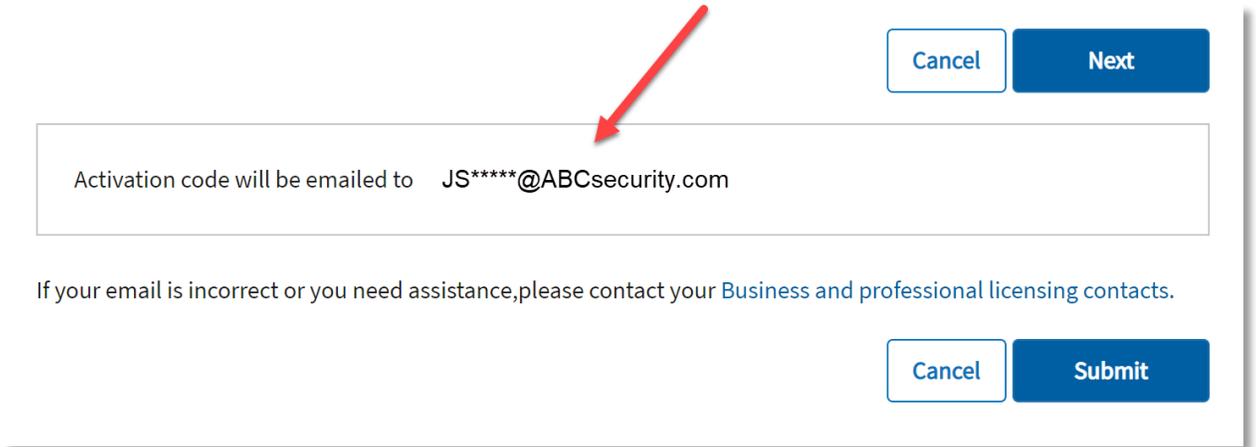
The screenshot shows a web form titled "Link Existing Professional License". At the top, there are two radio button options: "For me" (which is selected and highlighted with a red box) and "For someone else". Below this is another set of radio buttons for "Do you have an Activation Code?", with "No" selected and highlighted with a red box. A small instruction text reads: "If you don't have an activation code, use the search below to link your professional license." The form contains several input fields: "Last Name" with the value "Huckleberry", "Date of Birth" with the value "Jan 1, 1986", "License Type" with a dropdown menu showing "Real Estate Managing Broker", and "License Number / Exam Application Number" with the value "20108467". At the bottom right of the form, there are two buttons: "Cancel" and "Search", with the "Search" button highlighted by a red box.

5. At the bottom of the screen, you should see your license information appear. Select the "Link License" button.

Note: If the results show both an Exam Application and an issued license, only the issued license will be visible after you link.

The screenshot shows a confirmation screen titled "Confirm and link professional license". It includes the instruction: "If this is your professional license, link it to your account". There are two rows of license information displayed in a table-like format. The first row shows "License Number / Exam Application Number: REA2001736" and "License Type: Real Estate Managing Broker", with "License Status: Exam Approved" below it. The second row shows "License Number / Exam Application Number: 20108467" and "License Type: Real Estate Managing Broker", with "License Status: Active" below it. At the bottom right, there are two buttons: "Cancel" and "Link License", with the "Link License" button highlighted by a red box.

6. You'll be taken to your professional license page. Here you can complete many actions related to your license.
7. If you have more than one professional license, all your licenses should be displayed.



Activation code will be emailed to JS*****@ABCsecurity.com

If your email is incorrect or you need assistance, please contact your [Business and professional licensing contacts](#).

4. Return to the Link Existing Professional License page, select "Yes" for the Activation Code and enter the code from the email.
5. Then return to step 5 of the instructions above.

Questions or help

If you have trouble completing these steps, or cannot link to your license, please contact your [professional licensing program](#) for assistance.