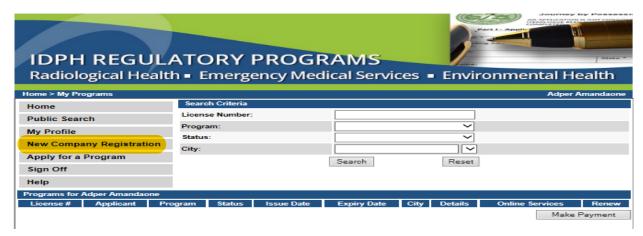
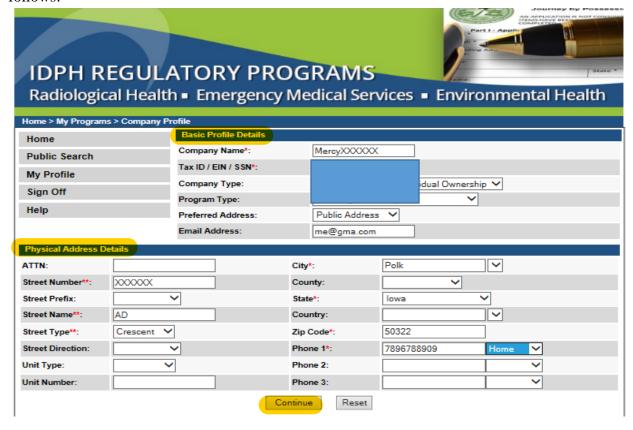
## INSTRUCTIONS TO CREATE NEW COMPANY

Once you sign in to the Public Portal, your screen should appear as follows. Click on the **My Profile** button.

If you want to create a Brand New Company or enter an existing company for the **first time**, click on **New Company Registration**. (**If you never been registered for the license type you are applying for**)



Enter company and address details. Click on **Continue.** Your screen should appear as follows:





## IDPH REGULATORY PROGRAMS

Radiological Health • Emergency Medical Services • Environmental Health

Home > My Profile							
Home	Basic Profile D	)etails				Р	IN: 1892
Sign Off	Name:		Adper Amandaone				
Sign On	Date of Birth:		11/24/1991				
Help	Email Address*:		adperamandaone@gma				
	Preferred Address:		~				
Registered User's Memberships	Physical Addres	s Details					
MercyXXXXXXX	ATTN:			City*:	Des Moines	~	
incloy/00000t	Street Number**:	09		County:	Page 💙		
	Street Prefix:	North 🗸	·	State*:	lowa	~	
	Street Name**:	Oliver		Country:	US		
	Street Type**:	Drive 💙		Zip Code*:	56789		
	Street Direction:	~	•	Phone 1*:	8990900900	Work	~
	Unit Type:	~		Phone 2:		Home	~
Select a Membership for your Actions	Unit Number:			Phone 3:			~
		Continu	Reset			Addr	resses