



Office of the Secretary of State  
 Professional Licensing Boards Division  
 237 Coliseum Drive, Macon, GA 31217-3858  
 404-424-9966 - [www.sos.ga.gov/index.php/licensing](http://www.sos.ga.gov/index.php/licensing)

**Order Form**

**LICENSE CARD (3"x 5") with POCKET CARD (2"x 3") or**

**DECORATIVE WALL CERTIFICATE SUITABLE FOR FRAMING**

Item	Quantity	Each	Total	Delivery
LICENSE CARD (3"x 5") with POCKET CARD (2"x 3")		\$25.00	\$	7-10 business days
DECORATIVE WALL CERTIFICATE*		\$50.00	\$	8 Weeks
Processing Fee			\$10.00	
<b>Total Amount Enclosed</b>			<b>\$</b>	

**\*\*\*YOU MAY NOT ORDER YOUR LICENSE CARD OR WALL CERTIFICATE UNTIL YOU HAVE BEEN ISSUED A LICENSE NUMBER\*\*\***

\*Decorative Wall Certificate - not available for all – please check your fee schedule

Please complete and submit the form below along with your check or money order payable to the **Professional Licensing Boards** at the address shown above. Checks returned for insufficient funds will be assessed a charge pursuant to O.C.G.A. § 16-9-20.

Your order will be mailed to the address provided below.

**Profession:** \_\_\_\_\_

**GA License #** \_\_\_\_\_

(example: COSA001234)

**Name:** \_\_\_\_\_

(Last)

(First)

(Middle)

(Maiden Optional)

**Mailing Address:** \_\_\_\_\_

(Street Address)

\_\_\_\_\_  
 (City) (State) (Zip Code)

**Daytime Telephone Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

Email is the most efficient way for staff to contact you if any additional information is needed. Please enter a valid email address. Note: Your email address will not be shared with any third party.

**PLEASE ALLOW 7-10 BUSINESS DAYS FOR YOUR LICENSE CARDS OR 8 WEEKS FOR YOUR WALL CERTIFICATE FROM THE DATE OF SUBMISSION TO RECEIVE YOUR ORDER BY MAIL.**

Please note: You may place your order online by logging into your account: <https://secure.sos.state.ga.us/mylicense/Login.aspx>

FOR BOARD USE ONLY			
FEE AMOUNT	_____	DATE	_____ ORDERED _____
RECEIPT #	_____	DATE RETURNED:	_____
DATE DEP:	_____	DATE MAILED:	_____