



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

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 + 10.00 processing fee	\$	7-10 business days
DECORATIVE WALL CERTIFICATE*		\$50.00 + 10.00 processing fee	\$	8 Weeks
Total Amount Enclosed			\$	

*****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:	_____