USING DRAFTS AND MY TEMPLATES

For Technical and Non-Technical Issues

Contact ATL311.com or 404-546-0311 to create a case.



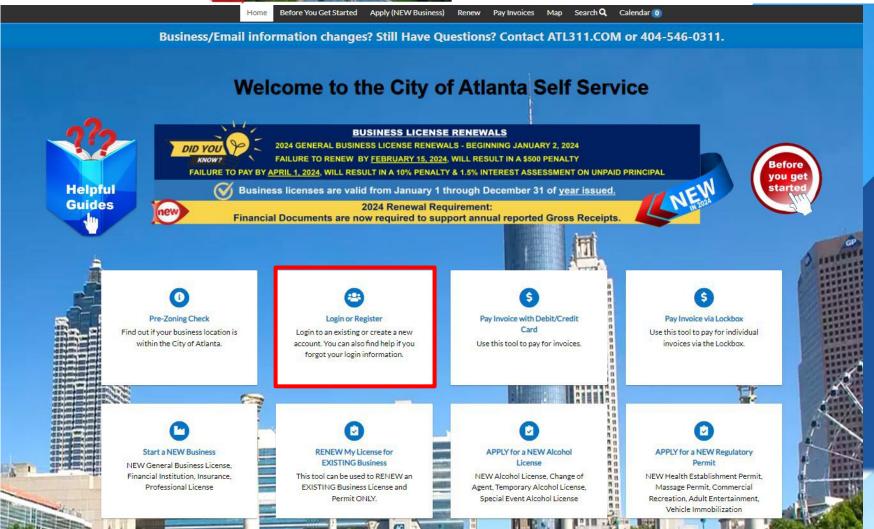
USING DRAFTS AND MY TEMPLATES

ATLCORE
BUSINESS LICENSING & PERMITTING PORTA



Login or Registe

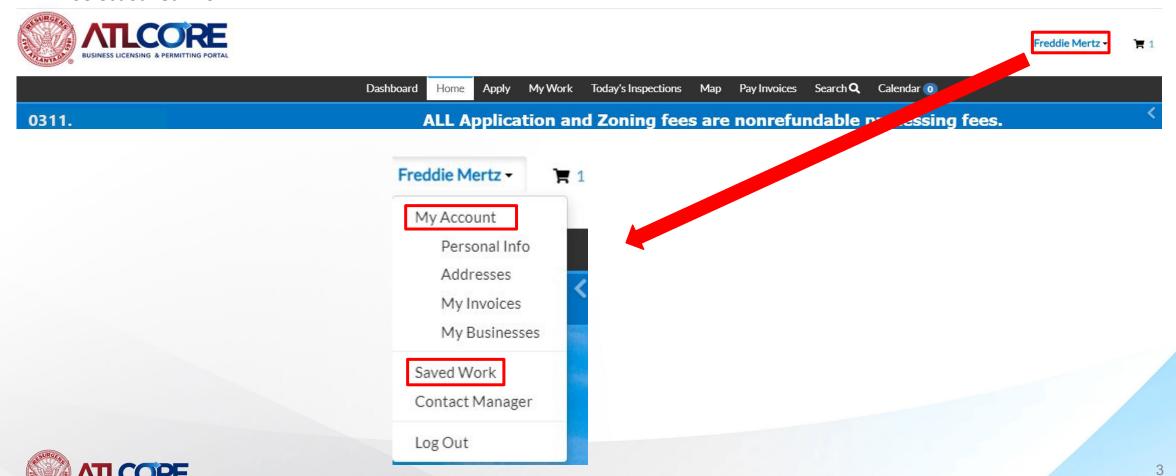
1. Using the Google Chrome browser, navigate to the ATLCORE Business
Licensing and Permitting
Portal. To log in, click
Login or Register (if you do not currently have an account) from the center of the home page or top right corner of the page.



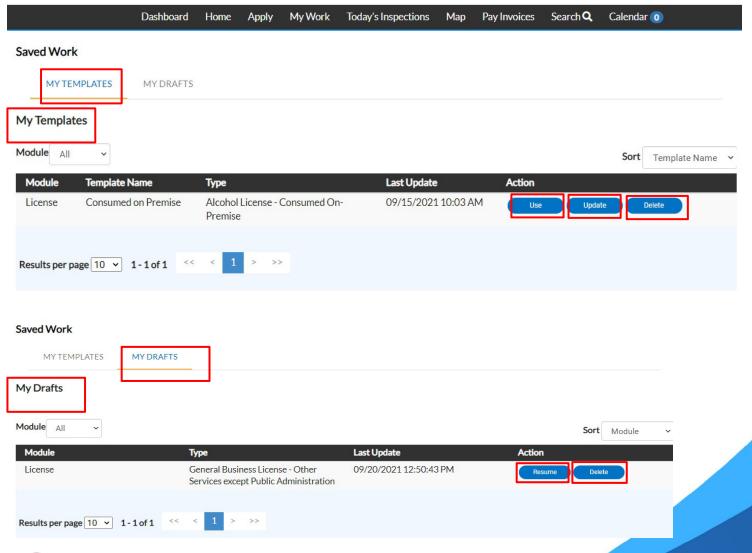


USING DRAFTS AND MY TEMPLATES (cont'd)

- 2. After logging in, from your **Dashboard**, navigate to your username in top right corner.
- 3. Click on your username.
- 4. Select Saved Work.



USING DRAFTS AND MY TEMPLATES (cont'd)



- 5. From My Templates, select either My Templates or My Drafts.
- 6. Select **Resume** to continue entering a previously started license. (The template/draft would have been saved by clicking templates/draft at the bottom of the page while entering the original license.)
- 7. Select **Update** to make changes to a previously saved template/draft.
- 8. Select **Delete** to remove this version of the templates/draft completely. (Once deleted, it cannot be retrieved).

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