

# How to Request Your FACTS™ Permit Online

It is easy to request your permit(s) online from your FACTS™ account. Once your permit request(s) has been submitted you will receive notification (text and/or email), when it has been authorized. If you have any questions, please contact Meredith Jones at 410-260-8301 or [fisheriesereporting.dnr@maryland.gov](mailto:fisheriesereporting.dnr@maryland.gov)

## Log in to FACTS

From your phone or tablet: [maryland.fisheryfacts.com/mobile](http://maryland.fisheryfacts.com/mobile)

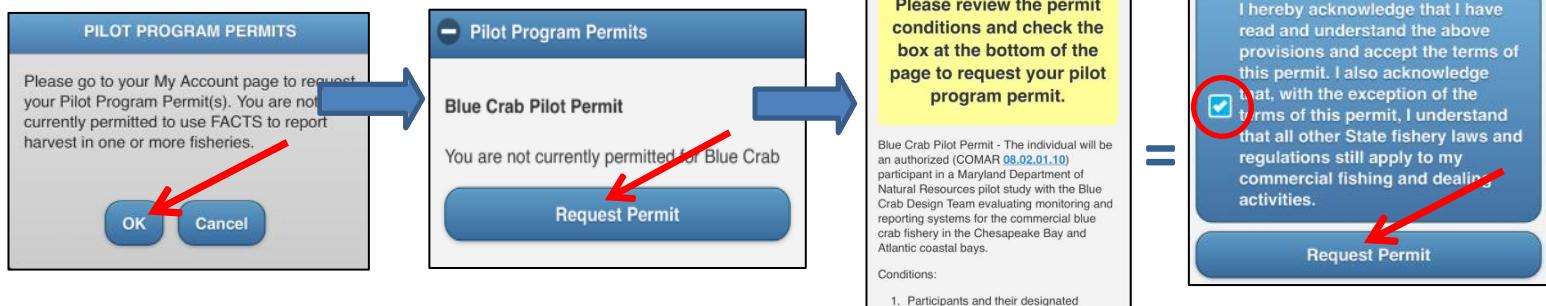
Computer, Laptop, or Tablet: [maryland.fisheryfacts.com](http://maryland.fisheryfacts.com)



## New to FACTS?

- FACTS will prompt you to go to your My Account page to request your permit – Choose ‘OK’
- Choose ‘Request Permit’ to review the terms and conditions of the agreement
- Check the box to accept the terms and a button to ‘Request Permit’ appears at the bottom of screen
- Choose ‘Request Permit’ button to submit your request
- You must continue to report on paper until your permit has been approved

Here is how it will look on your mobile phone:



## Already a FACTS user and want to add a permit for another fishery?

- Go to ‘My account’ in the upper right corner of your computer screen or ‘My Permits’ on your phone
- Choose ‘Request Permit’ to review the terms and conditions of the agreement
- Check the box to accept the terms and then a button to ‘Request Permit’ will appear
- Choose ‘Request Permit’ button to submit your request
- You must continue to report on paper until your permit has been approved

Here is how it will look on your computer or laptop:

