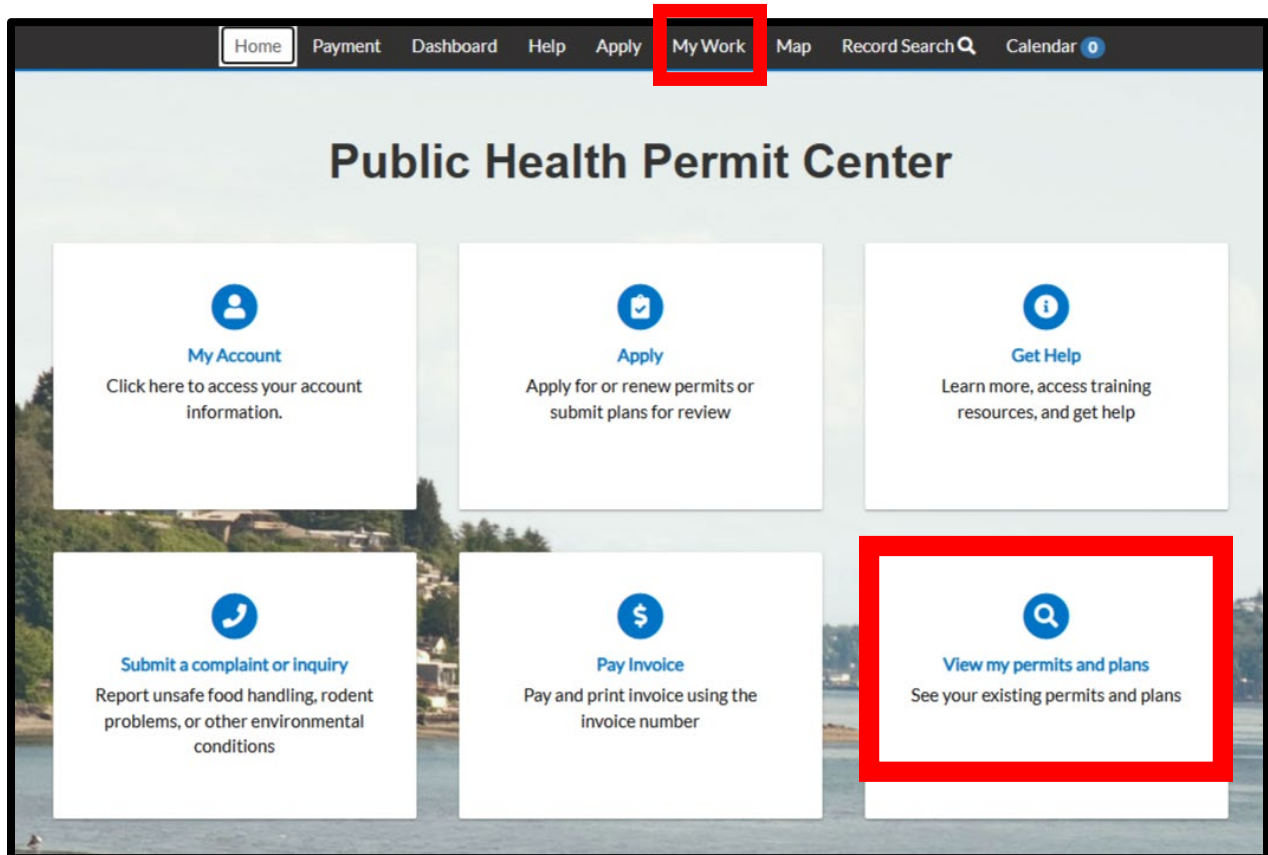


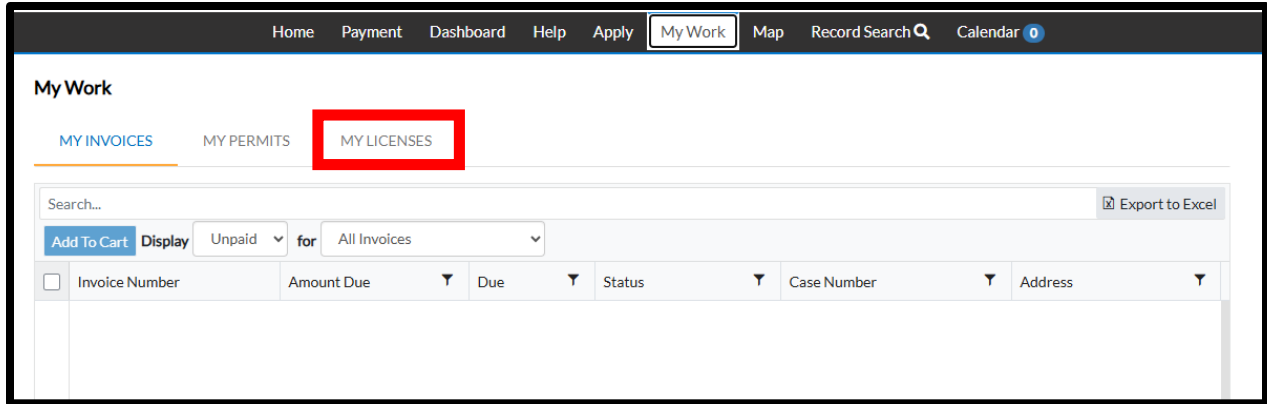
How to access the Certified Booth Operator (CBO) certificate on the Public Health Permit Center

After completing the CBO course, you will navigate to “My Licenses” on the Public Health Permit Center, where you can print your certificate. Please follow the steps below.

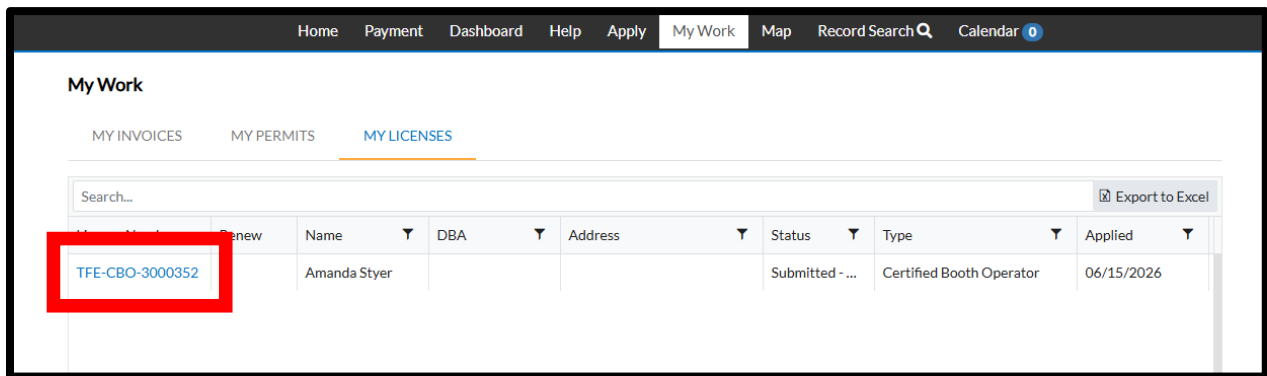
1. After logging into the Public Health Permit Center, select “My Work” in the black banner OR the box labeled “View my permits and plans”



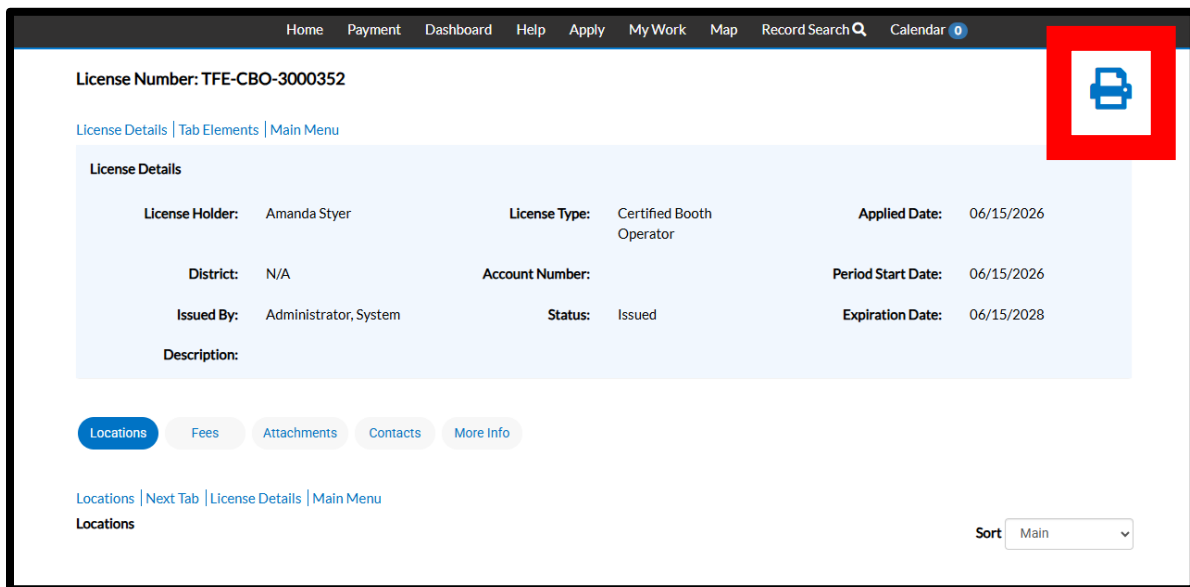
2. In “My Work”, select “MY LICENSES”



3. In “MY LICENSES”, select the blue TFE-CBO link



4. Select the Blue Printer icon in the upper righthand corner



5. After clicking the Blue Document button, it will open a new tab with your CBO certificate where you can save and/or print the certificate.