

## STEP BY STEP GUIDE TO SELF-PRINTING CERTIFICATE WITH WATERMARK

LicenceOne allows the Licensee to print watermark certificate(s). Do note the following conditions:

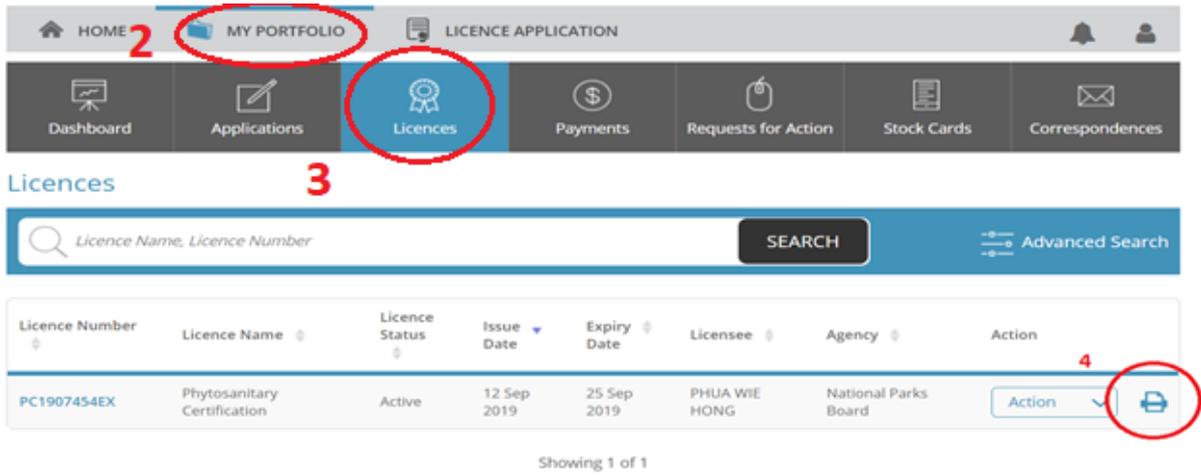
- Each selected certificate can only be printed once. If you need to re-print the selected certificate, please contact the Animal & Plant Health Centre at 6316 5166 or 6316 5184 to reset the print count.
- Self-printing is not applicable for consignments bound for EU Countries/Turkey/Argentina for Phytosanitary Certificates.
- Please call the Animal & Plant Health Centre at 6316 5166 or 6316 5184 if you encounter issues with the processing of certificates.
- Please contact Crimson Logic at 6774 1430 for technical issues with the watermarked printer.

### Steps to Print Certificate with Watermark

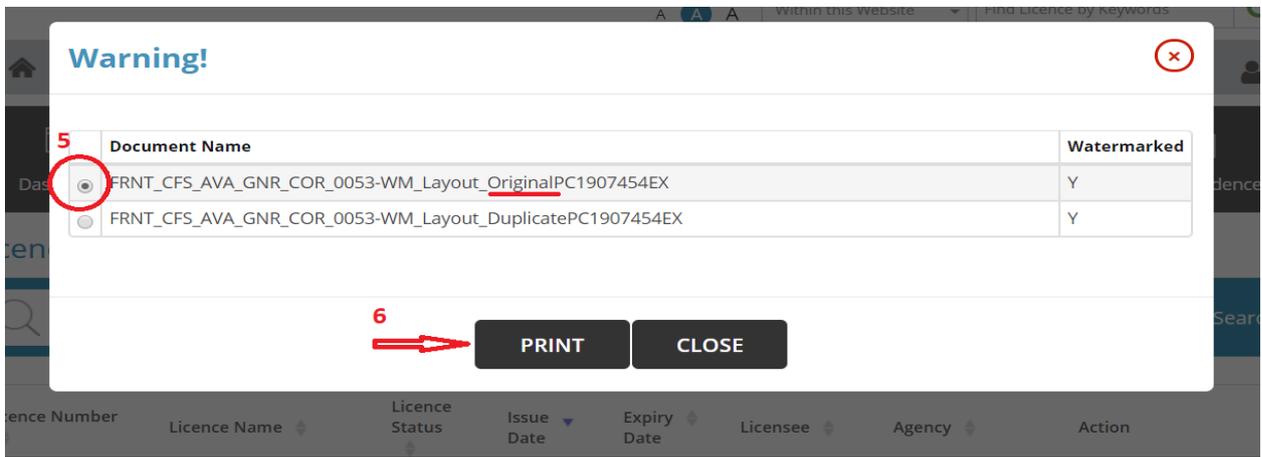
1. Login to LicenceOne via SingPass or Foreigner ID

The screenshot shows the LicenceOne website interface. At the top right, there is the Singapore Government logo with the tagline 'Integrity · Service · Excellence' and links for 'Contact Us', 'Feedback', and 'Sitemap'. Below this is a search bar with the text 'Find Licence by Keywords' and a magnifying glass icon. The main navigation bar includes 'HOME' and 'LICENCE APPLICATION' links, and a prominent red 'LOGIN' button. The central content area is titled 'via' and features three login options: 'Login via CorpPass', 'Login via SingPass', and 'Login via LicenceOne ID'. The 'Login via LicenceOne ID' option includes input fields for 'Your Email' and 'Your Password', a 'Login' button, and links for 'Forgot Password?' and 'Request User Account'.

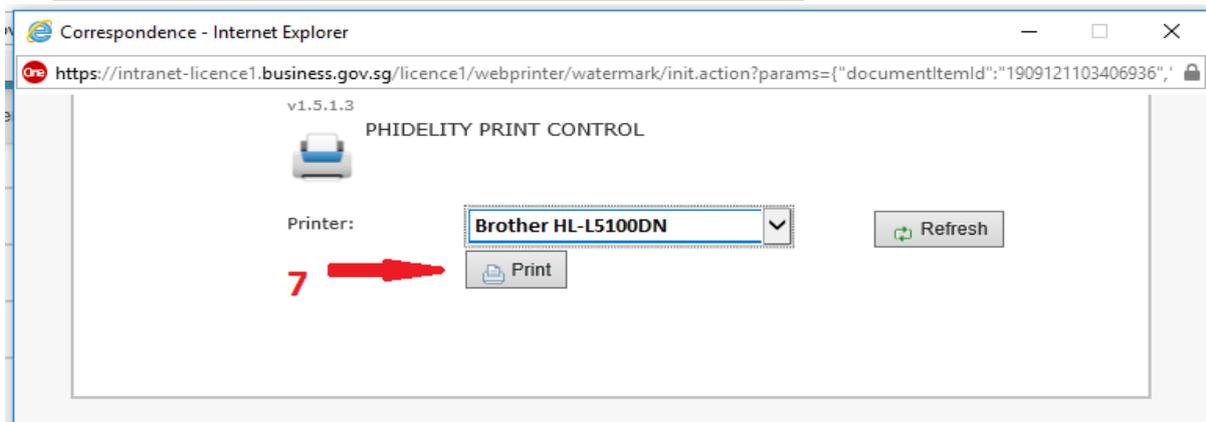
2. Select MY PORTFOLIO
3. Click Licences in top menu
4. Click Print Icon



5. Select the Original Certificate to print the Original Copy.
6. Click Print.



7. Java Applet will be loaded with preselected printer. Click **Print**.



8. Repeat step 5 to select and print the **Duplicate Copy**.
9. Collect the Hard Copy of the printed certificate with watermark.