



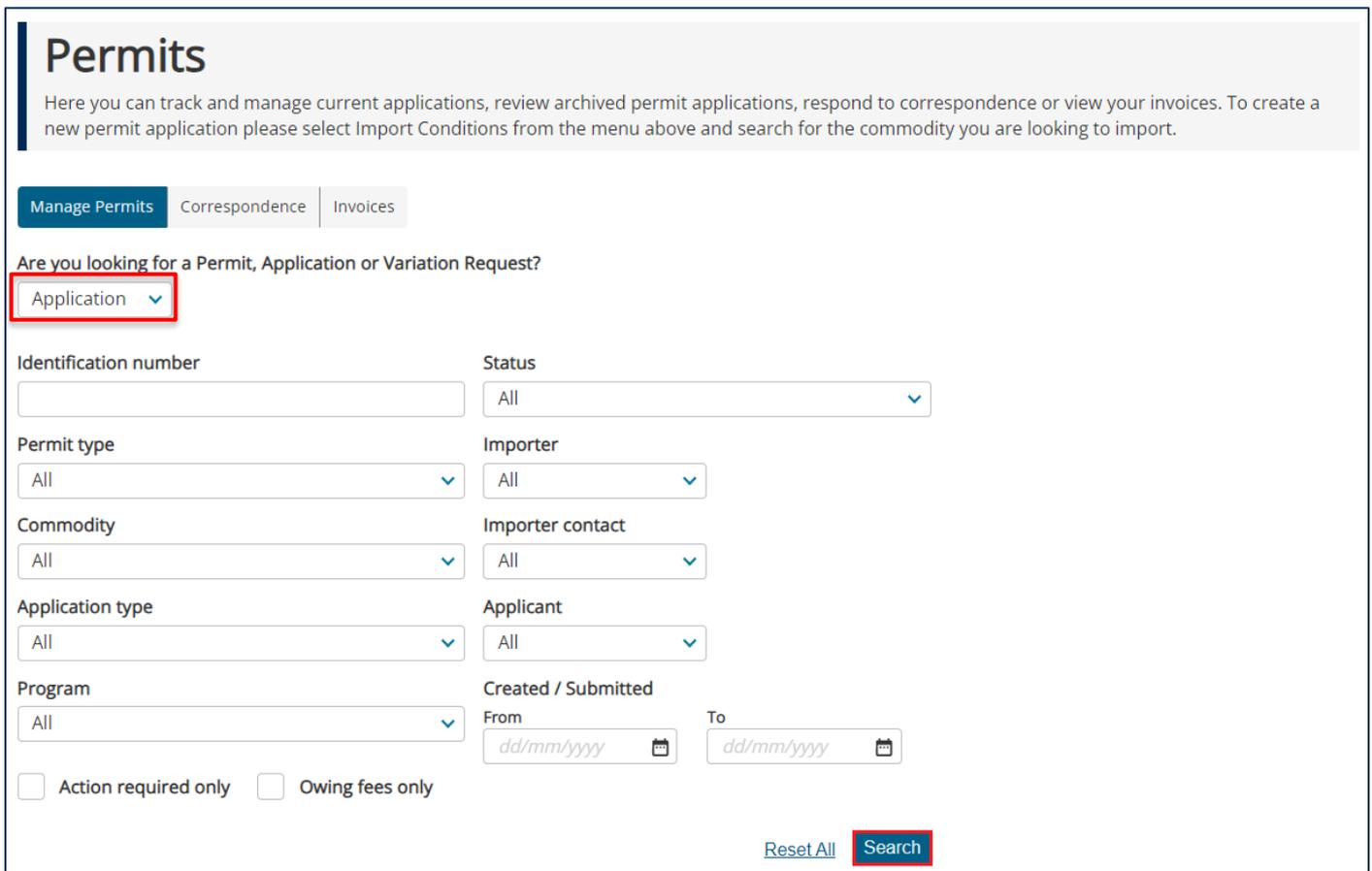
How do I submit multiple Permit Applications?

This task card demonstrates how to submit multiple permit applications that are in a Draft-Complete status. You will find this feature useful if you would like to pay for multiple permits at the same time.

NOTE: You will need to be logged into BICON to view and manage applications.

Submit Permit Applications

BICON allows you to submit multiple permit applications if they are in **Draft-Complete** status. To submit an application, login to your BICON account and select the **Permits** tab, and search by **Application**.





Select the checkboxes of the applications that you want to submit. Select the **Please select an action** drop box and select **Submit selected applications**. This will take you to the **fees** screen where you can review the fees and complete the payment now or, submit without payment and receive an invoice.

<input checked="" type="checkbox"/>	Application ID	Created	Importer	Importer Contact	Applicant	Application Type	Status	Permit Type(s)
<input checked="" type="checkbox"/>	0008016938	19/12/2022	Doe, Jo, Dr	Doe, Jo	Doe, Jo	New Permit	Draft - Complete	Dairy
<input checked="" type="checkbox"/>	0008016935	19/12/2022	Doe, Jo, Dr	Doe, Jo	Doe, Jo	New Permit	Draft - Complete	Dairy

Please select an action

- Please select an action
- Copy selected applications
- Delete selected applications
- Submit selected applications**

Results per page

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