



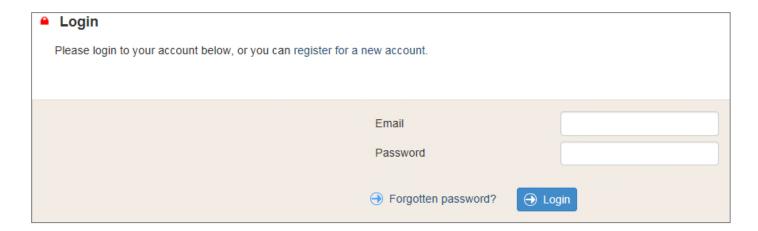
How do I search for a Permit?

When you have active import permits, you can view the permit via BICON External Web. This task card demonstrates how to search for and view a permit.

1. Login to BICON

Enter your email and password, then select to log into BICON, or <u>select register for a new account</u> to register.

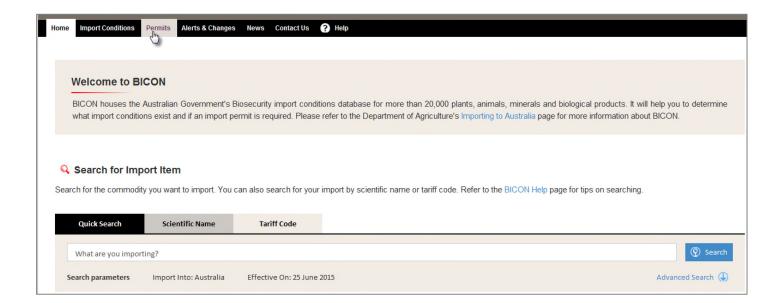
Tip: Refer to the relevant 'How to Register...?' task card for assistance in registering.



2. View Permit Overview

2.1 My Permit Workspace

Select the **Permits** tab from the top menu on the home page.

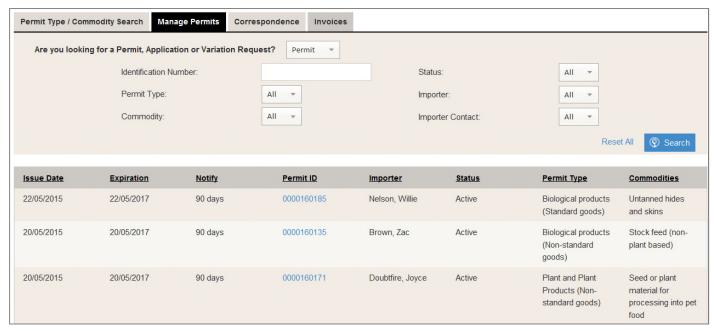






2.2 Search Permits

Select Q Search

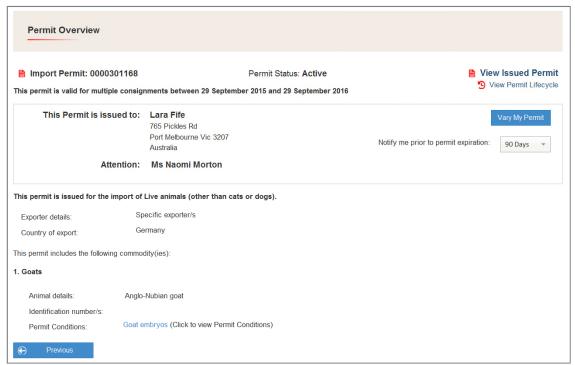


You will be able to view your issued permits.

2.3 Select Permit

Select the permit ID for the permit for which you wish to view.

This will take you to the **Permit Overview** screen.



From the **Permit Overview** screen, you can select **View Issued Permit** to view the permit in a PDF document.