

## Understanding the Registry

### Uploading Your Photo or Residence from a Mobile Device

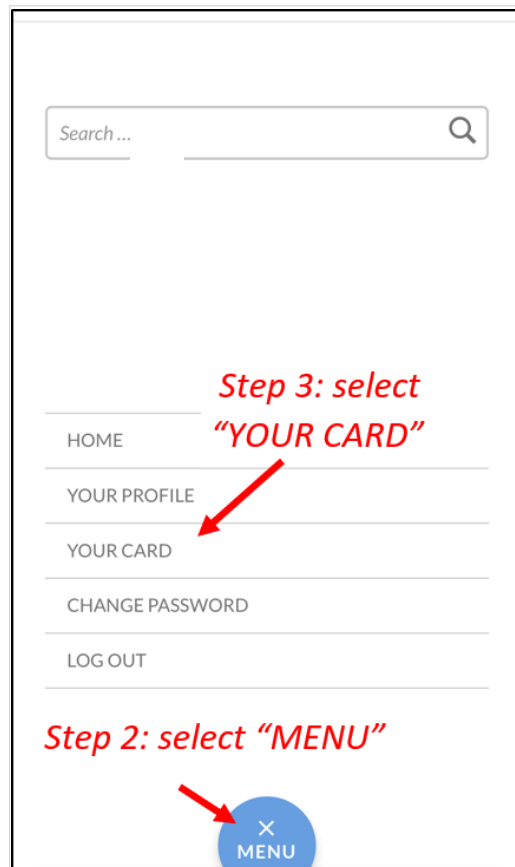
The information below shows you how to upload a document from a smartphone or tablet to the Medical Marijuana Use Registry.

**Step 1:** Log into the Medical Marijuana Use Registry at <https://mmuregistry.flhealth.gov/>.

*If you do not remember your password, you may reset it yourself by selecting [Forgot Password](#) on the Login page. For step-by-step instructions to reset your password, see our [Resetting My Password](#) guide on our Know the Facts MMJ page (<https://knowthefactsmmj.com/registry/#instructional-guides>).*

**Step 2:** Click on the “Menu” button at the bottom of the screen.

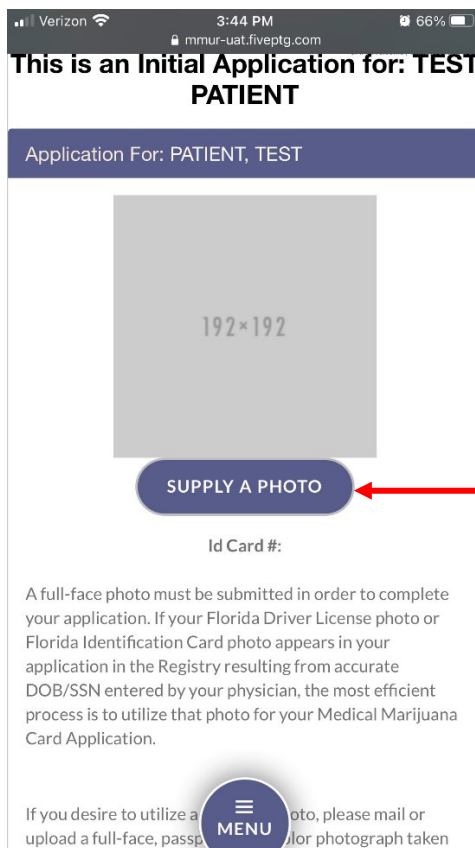
**Step 3:** Select “Your Card” from the menu options to view your identification card application.



**Step 4:** You are brought to your applications dashboard. Click “View” next to the application that requires the documents to be uploaded (look for yellow question mark(s)).

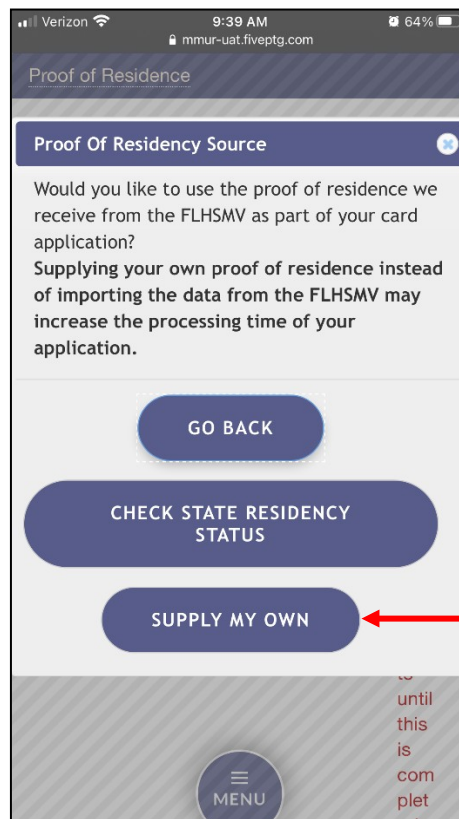


**Step 5:** After clicking “View” you are brought to your application page. Click “Supply A Photo” under the headshot photo field.



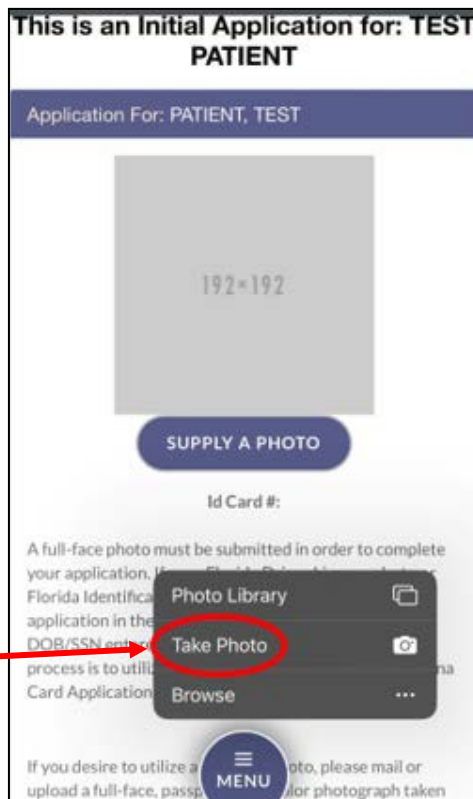
*Step 5: Click  
"SUPPLY A PHOTO"*

**Step 6:** Click “Supply My Own.”



*Step 6: Click  
"SUPPLY MY OWN"*

**Step 7:** Click “Take Photo.”



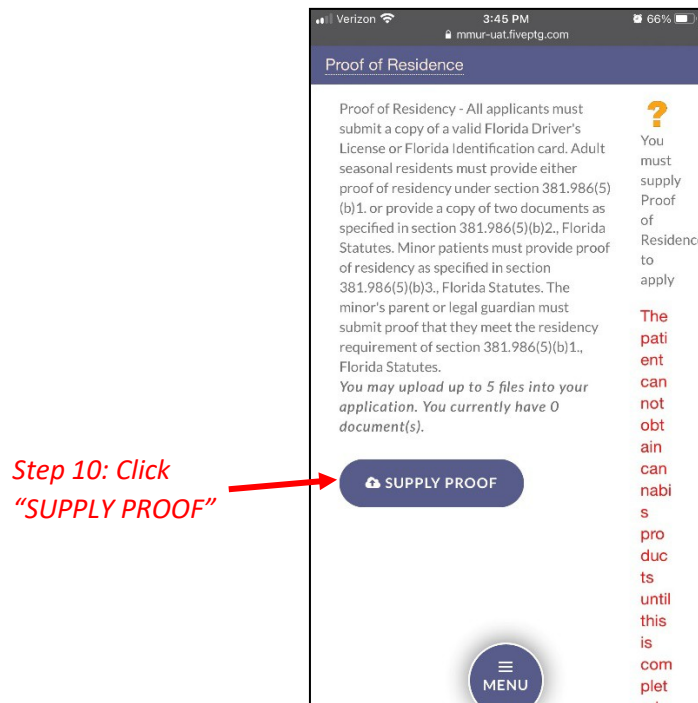
*Step 7: Click  
"Take Photo"*

**Step 8:** Take a clear passport-style photo with the front-facing camera. The photo needs to be a headshot photo, shoulders up, with a solid white background.

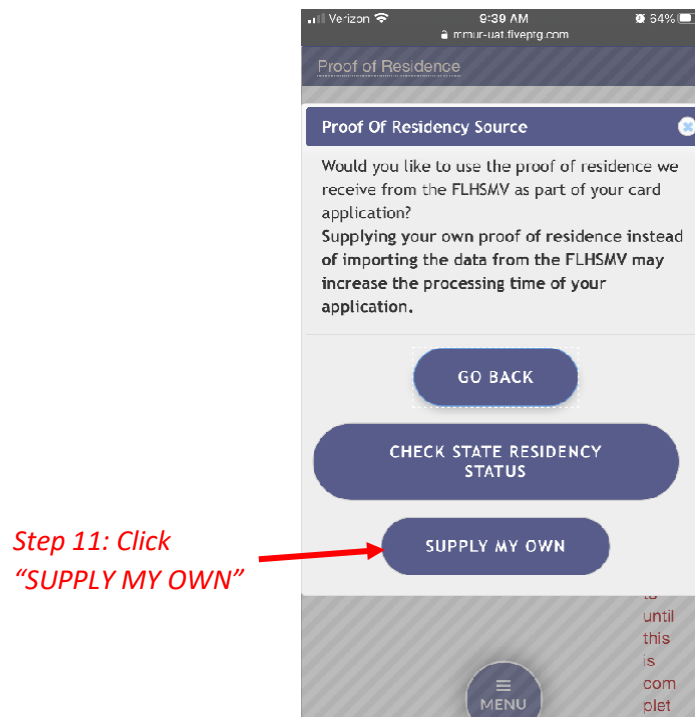
**Step 9:** Click “Use Photo” if the photo taken was clear and meets the requirements. Click “Retake” if the photo is not clear.



**Step 10:** Next scroll down to the Proof of Residence field. Click “Supply Proof.”



**Step 11:** Click “Supply My Own.”



**Step 12:** Click “Take Photo or Video.”

Step 12: Click  
“Take Photo or Video”

The screenshot shows a mobile application interface for 'Proof of Residence'. At the top, there is a header 'Proof of Residence' and a paragraph of text explaining the requirements for submitting proof of residence. Below the text is a blue button labeled 'SUPPLY PROOF'. A modal window titled 'Photo Library' is open, showing options to 'Take Photo or Video' (highlighted with a red circle and an arrow) and 'Browse'. A 'MENU' button is visible at the bottom of the modal.

**Step 13:** Take a clear photo of your Proof of Residence document(s). Ensure that your name, address, and the date on all the documents are legible.

**Step 14:** Click “Use Photo” if the photo taken was clear and meets the requirements. Click “Retake” if the required information is not clearly visible. You will be redirected to your online application where you can verify that your document was successfully uploaded.

The screenshot shows the bottom of the 'Proof of Residence' screen. There are two buttons: 'Retake' and 'Use Photo'. An arrow points from the instruction text to the 'Use Photo' button.

The screenshot shows the 'Proof of Residence' screen after a file has been uploaded. A blue button labeled 'UPLOAD FILE' is visible. Below it, a message states: 'photo00000001.jpg was uploaded on 11/14/2019 9:28:40 AM for the Office of Medical Marijuana Use, to use as your Proof of Residence for the Id card.' Below this message is a 'REMOVE' button. A red arrow points from the instruction text to the 'UPLOAD FILE' button.

*You can check the status of your application as it is being reviewed. To learn what each status icon stands for, please see our [Understanding My Application Status](https://knowthefactsmmj.com/registry/#instructional-guides) guide on our Know the Facts MMJ website (<https://knowthefactsmmj.com/registry/#instructional-guides>).*

*Once your Identification Card application has been approved, you will then be able to contact one of the [licensed medical marijuana treatment centers](#) to fill an order. A complete list of licensed treatment centers can be found on our Know the Facts MMJ website (<https://knowthefactsmmj.com/mmtc>).*

For additional information, visit  
**KnowTheFactsMMJ.com**