



Understanding the Registry

Law Enforcement Initial Login Instructions

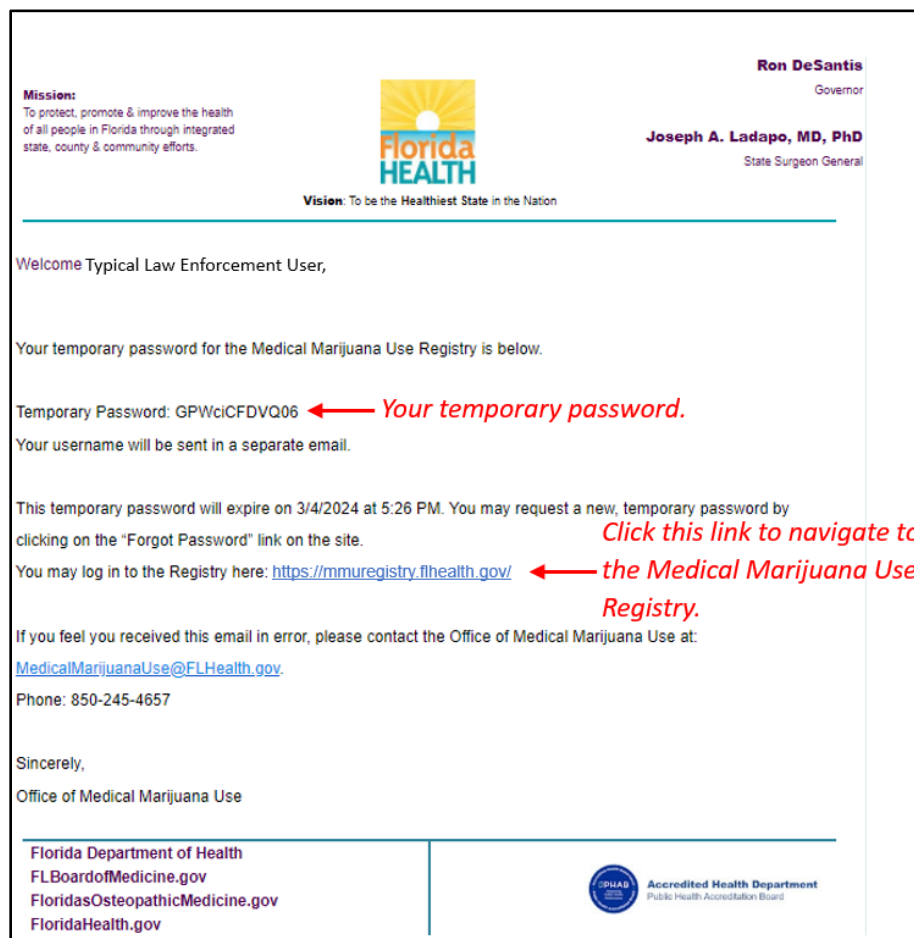
Step 1: Open your email account.

Step 2: Locate and open the emails with "Medical Marijuana Use Registry New User Account" as the subject line. One email contains your username. The second email contains your temporary password. Remember your temporary password; you will use it to log in.

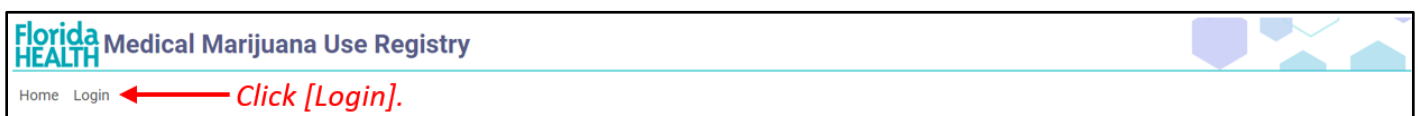
Passwords in the Registry are case sensitive. Temporary passwords are in the following order: 3 capital letters, 2 lower case letters, 5 capital letters, a symbol and/or number(s). For example, ABCdeHIJ#0 (please note that the lower-case L and a capital i look the same).

*If you do not find the "Office of Medical Marijuana Use New User Account" email in your inbox, [click here](#) for additional information.

Step 3: Click on the Registry link provided in the email. This link takes you to the Registry's home page.



Step 4: Click "Login."



Step 5: Type your username and temporary password in the correct boxes on the screen (this is the temporary password that was sent to your email in Step 3). The temporary password is case sensitive, is only valid for one successful login attempt and must be used within 24 hours.

Step 6: Click “Login.”

Username

← Enter username created by your Executive Manager.

Password

← Enter temporary password from initial email.

Login

Register

Forgot Password

Click [Login] once you have entered your username and password.

After you log in, you will be instructed to change your password.

Step 7: Type your temporary password into the “Current Password” box (this is the temporary password that was sent to your email in Step 2).

Step 8: Create your new password. You need to add a password to your Registry account that is unique to you. It must be 12 characters long and include at least one of each of the following:

- a) Lowercase letters (a-z)
- b) Uppercase letters (A-Z)
- c) Numbers (0-9)
- d) Special characters (e.g., !"#\$%&'()*+>?@)

*You can click the eye icon (👁️) to see what you are typing.

Step 9: Confirm your new password.

Step 10: Click “Submit.”

Change Password

Your password has expired, and it must be changed

Current Password

← Enter your temporary password.

New Password

← Enter your new password.

Confirm New Password

← Enter your new password.

Submit

Click [Submit] once all requirements are met.

Password must meet the following requirements:

Will change to green text as each requirement is met.

Contains a lowercase letter

Contains an uppercase letter

Contains a special character

Contains a number

Contains at least 12 characters

Contains no spaces

Step 11: You will automatically be redirected to the Registry home page. A message box will pop up stating, “Your password has been successfully changed.”

Florida Medical Marijuana Use Registry

People Search Log Out

Available menu options are visible once successfully logged in.

Password successfully updated.

Appears when your password is successfully changed.

Step 12: Upon your initial login to the Registry, you will be directed to complete the required Law Enforcement Training. The training must be completed prior to having full access to the Registry.

For additional information, visit
KnowTheFactsMMJ.com