



California Tax Education Council

## How to Update Bond Information and Scan and Upload your CTEC Bond Certificate

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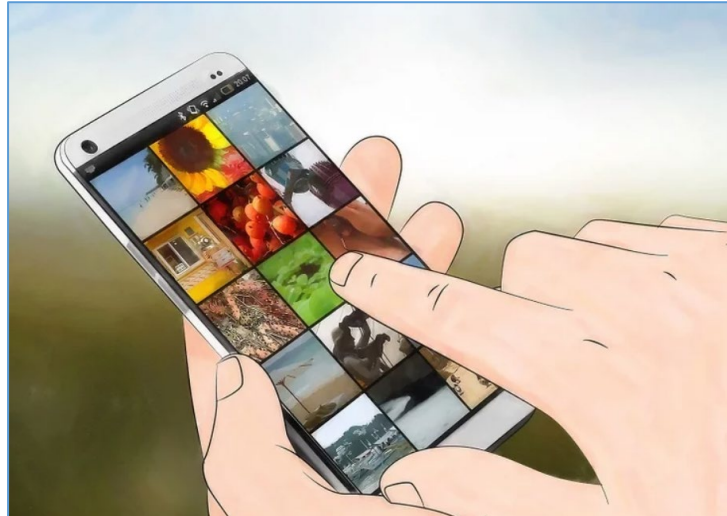
August 2019

## Take a picture and email it using an Android Phone

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### 1

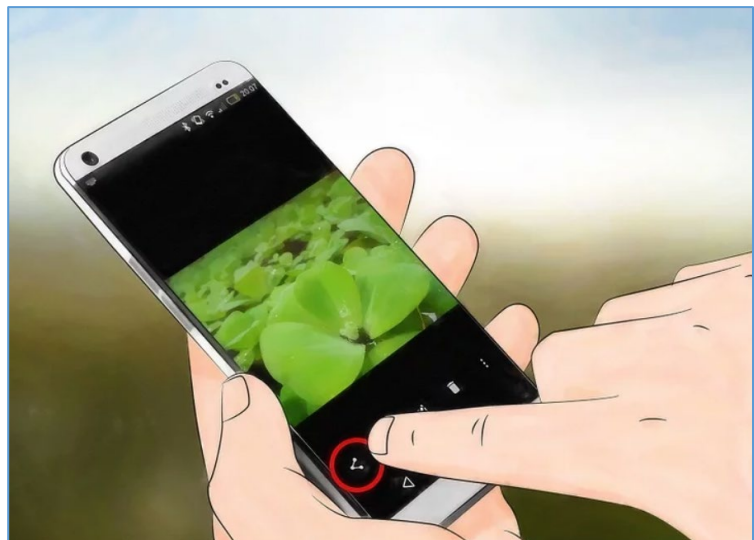
**Make sure that the photo you're trying to email is saved onto your phone.** Open all controls by tapping the white arrow in the bottom left. Tap into your gallery and open the picture.



### 2

**Tap the Share icon and choose your desired email.** The share icon is two small arrows with one circle between them. After tapping the share icon, you are given a number of options, depending on the digital accounts associated with the phone.

Digital accounts include email and social media accounts.



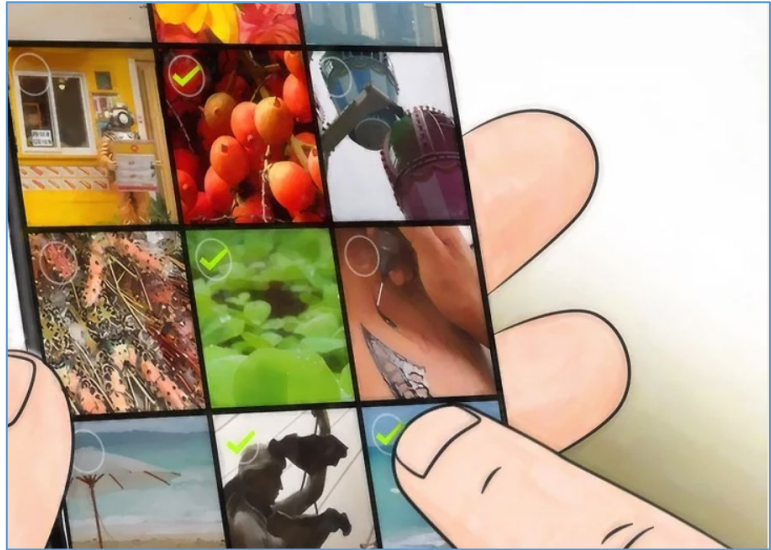
## Take a picture and email it using an Android Phone

### 3

**Select the photos you want to email.** After choosing your email option, you will be brought to a screen where you can navigate through the phone's photos. Select images by gently tapping on the image you want to send.

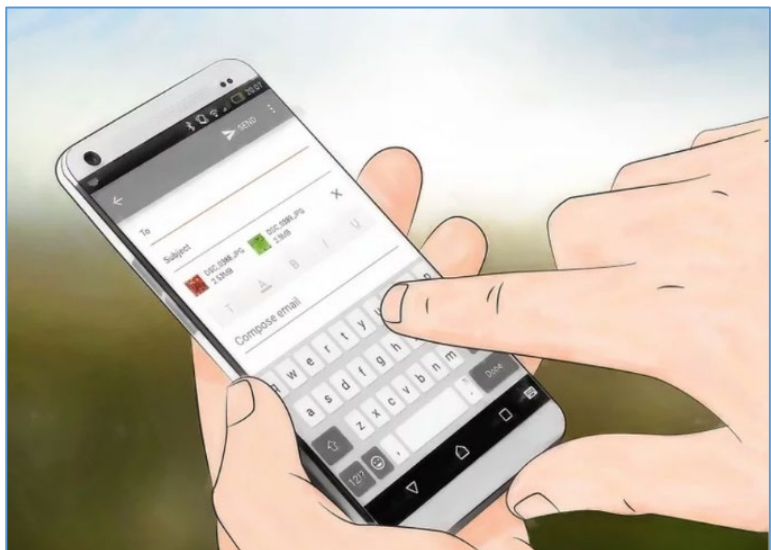
Images not taken with the phone's camera, such as ones that you have downloaded or received via Bluetooth, may be in a folder named DCIM. Unless otherwise set, images taken directly on your phone's camera may go directly to a Photos app.

You are able to send multiple images by checking them all off consecutively.



### 4

**Tap the next button after picking your photographs.** This will carry the chosen photos into a new window, where they will be attached to an email.



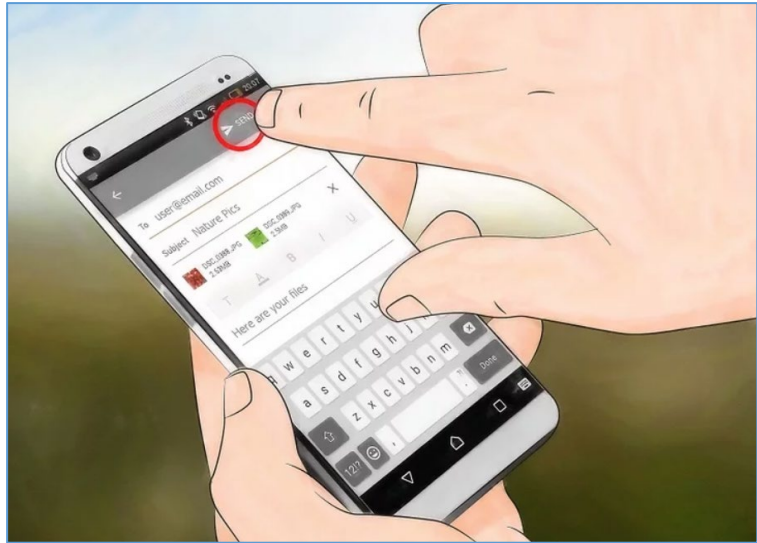
## Take a picture and email it using an Android Phone

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### 5

**Compose your email message and send.** By tapping on the fields, enter an email contact and a message if desired. You can also add a subject here.

When typing in the email address field, save time by tapping the “.com” button.

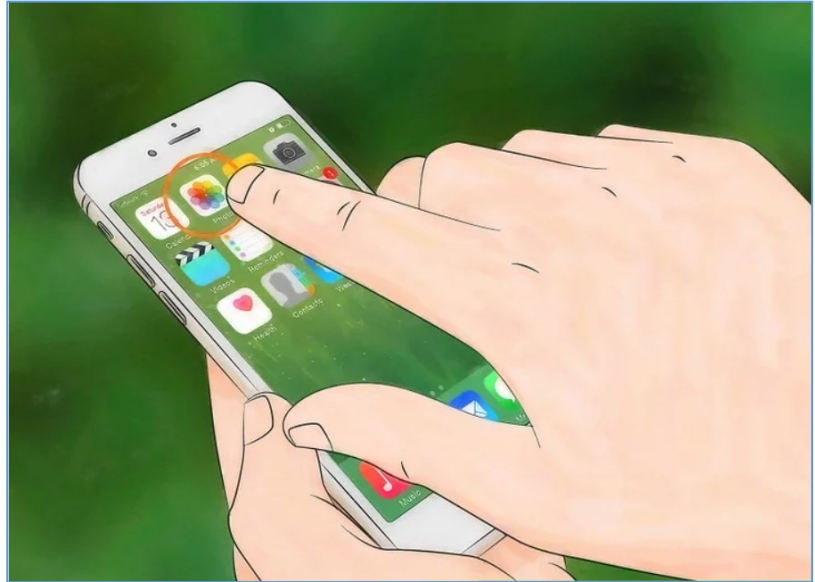


## Take a picture and email it using an iPhone or iPad

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### 1

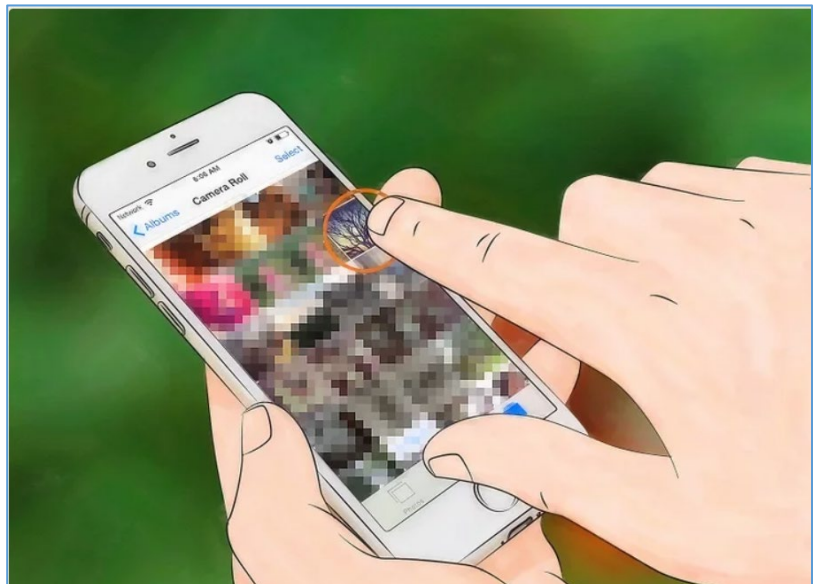
**Open your photo app and find the picture(s) you want to email.** The photo app is an icon that looks similar to a multi-colored flower. Scroll up in down by stroking the screen.



### 2

**Select your photos.** Click "Select" at the upper right hand of your screen, then click the picture(s) you wish to send.

If you don't see the "Select" option, try tapping the photo once. This will pull up all options.





## Take a picture and email it using an iPhone or iPad

### 3

**Click the share symbol and attach to your mail.** The share symbol is at the bottom left of the screen and looks like a square with an arrow pointing upwards. After tapping the share option, tap "Email photos".

Some iPhones require you to tap "Next" and then "Mail".



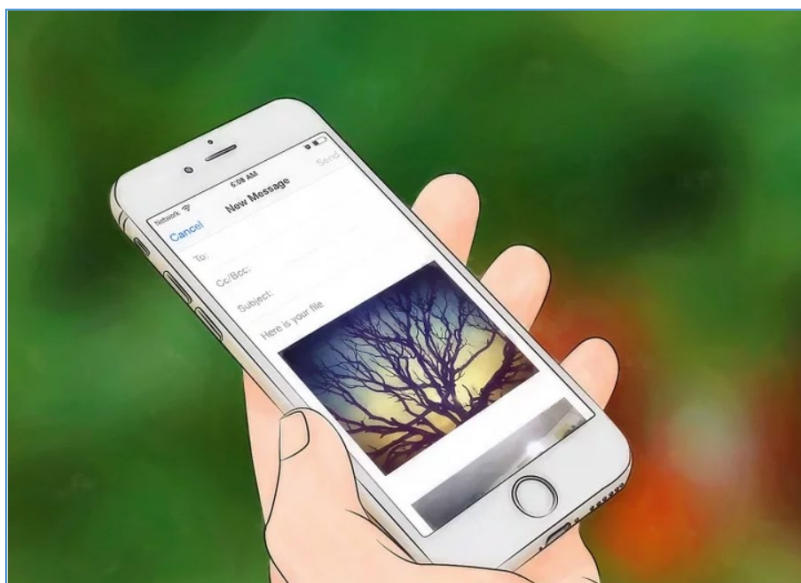
### 4

**Construct your email.** After you click on the mail icon, a new message will appear. Write the body of the email and fill out the subject.

If you are using iOS 8 or higher, move the cursor down to the body of the email, where you'd normally add a memo, information, or other various texts. Hold down in that area, until a magnifying glass pops up. Release your finger from the

screen, and a black menu should show up with options for "select" and "select all".

To the right of the black bar, press the arrow pointing to the right. "Quote Level" and "Insert Photo or Video" options should appear after pressing the arrow. Tap "Insert Photo or Video."

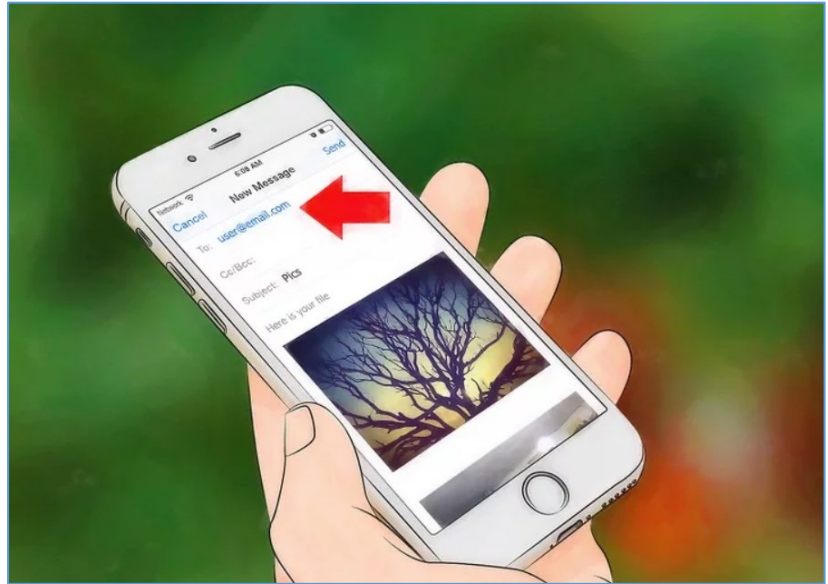


## Take a picture and email it using an iPhone or iPad

### 5

**Add contacts.** Click on the “To:” field if your cursor is not already on it. Type in who you want to send your message to.

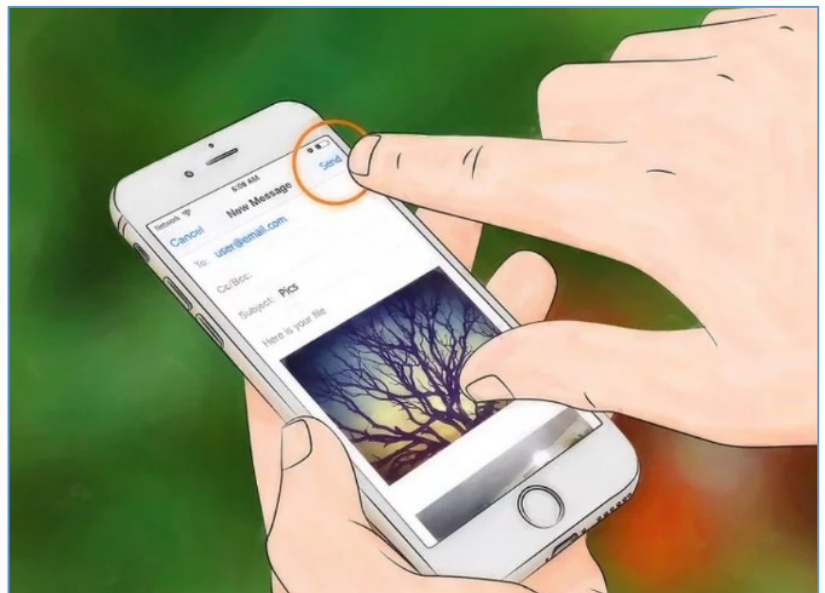
Click on the contacts symbol in the right side of the field to add directly from your contacts list. The “contacts” symbol looks like a blue circle with a blue plus sign. Continue to add contacts to “CC/BCC” fields if needed.



### 6

**Send your email.** Once all pictures are attached, select send at the top right corner of the screen.

Edit your email before sending to ensure that you have the correct photos, recipients, and text.

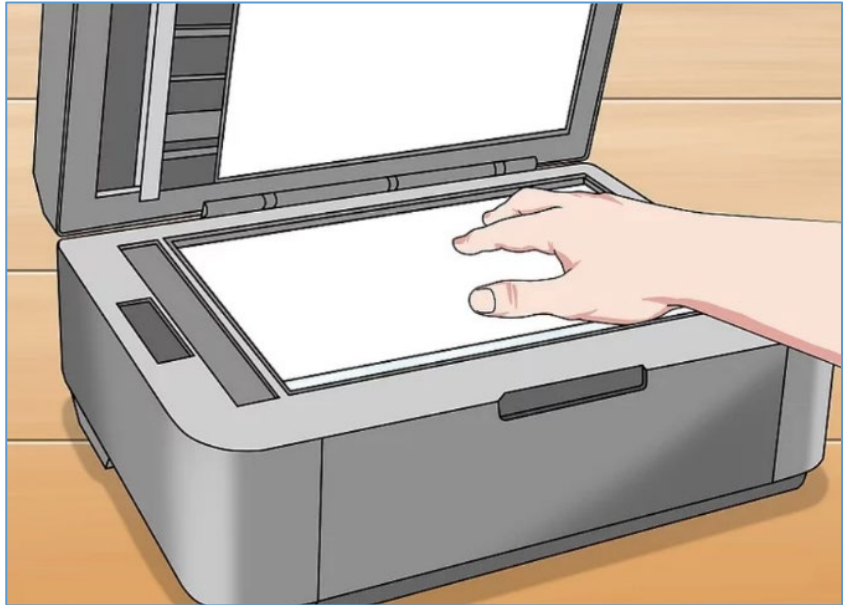


## Scan to your Windows computer

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### 1

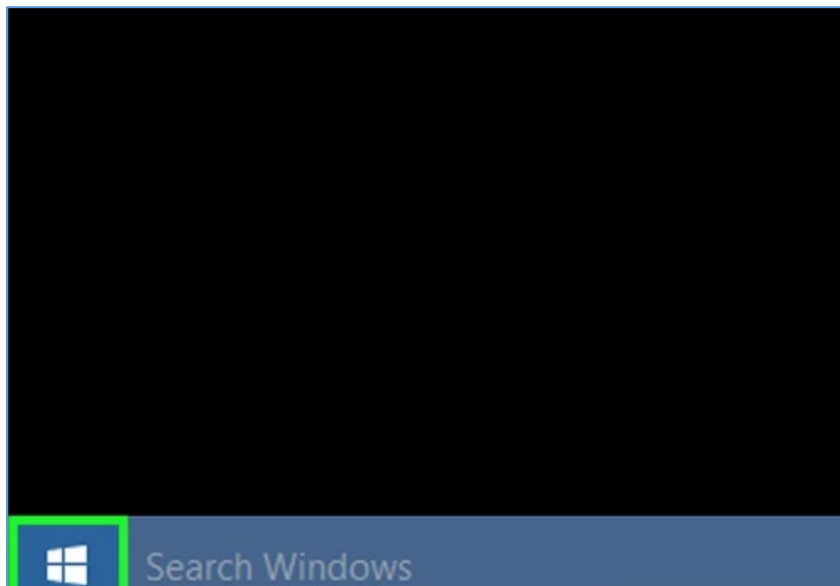
**Place a document face-down in your scanner.** You'll also want to make sure that your scanner is on and connected to your computer before proceeding.



### 2

#### **Open Start**

Click the Windows logo in the bottom-left corner of the screen.



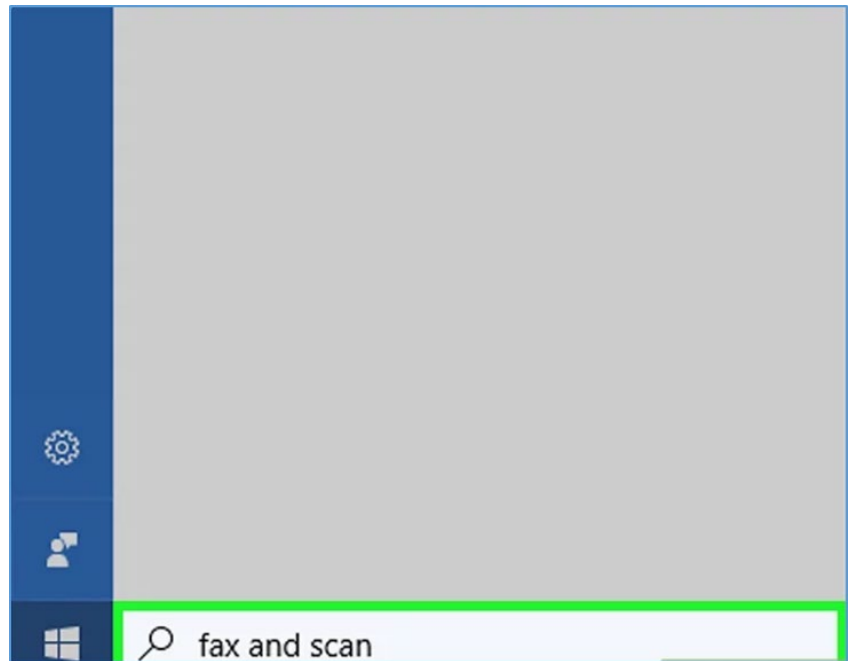


## Scan to your Windows computer

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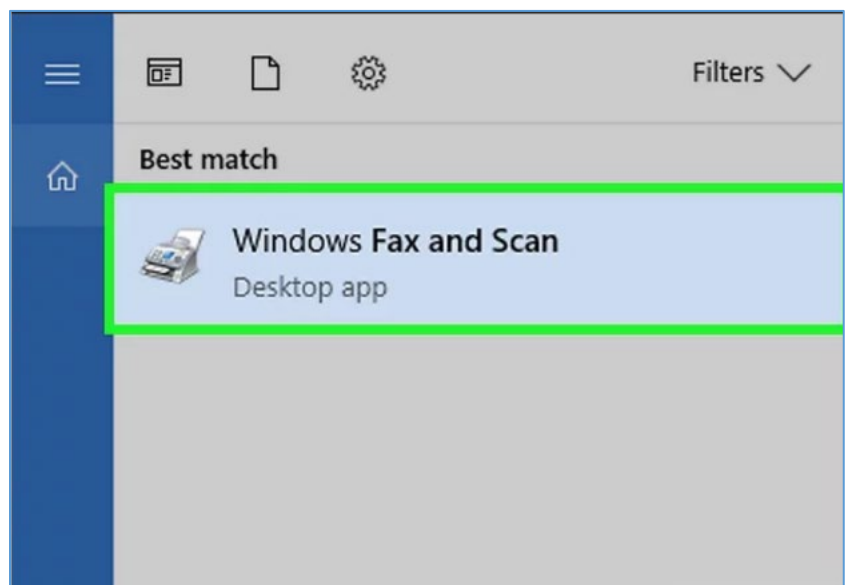
3

Type **fax and scan** into **Start**. Doing so will search for the Windows Fax and Scan app.



4

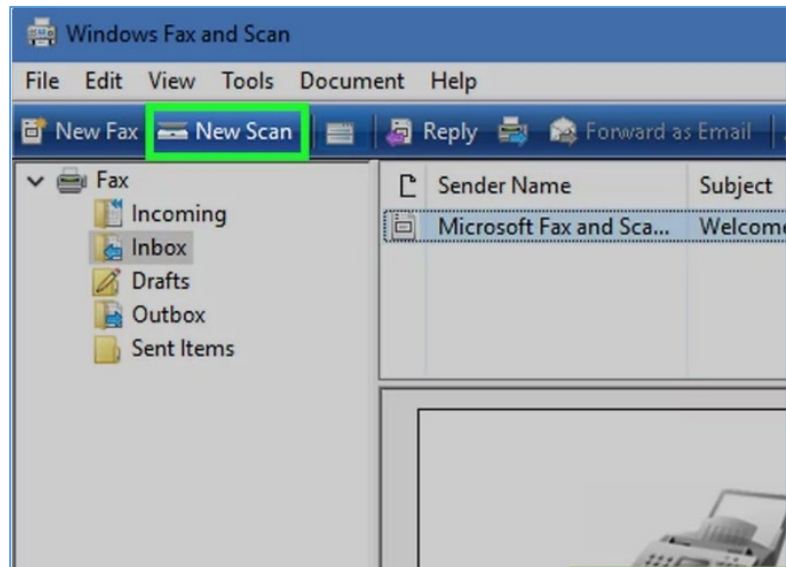
Click **Windows Fax and Scan**. It's at the top of the Start window.



## Scan to your Windows computer

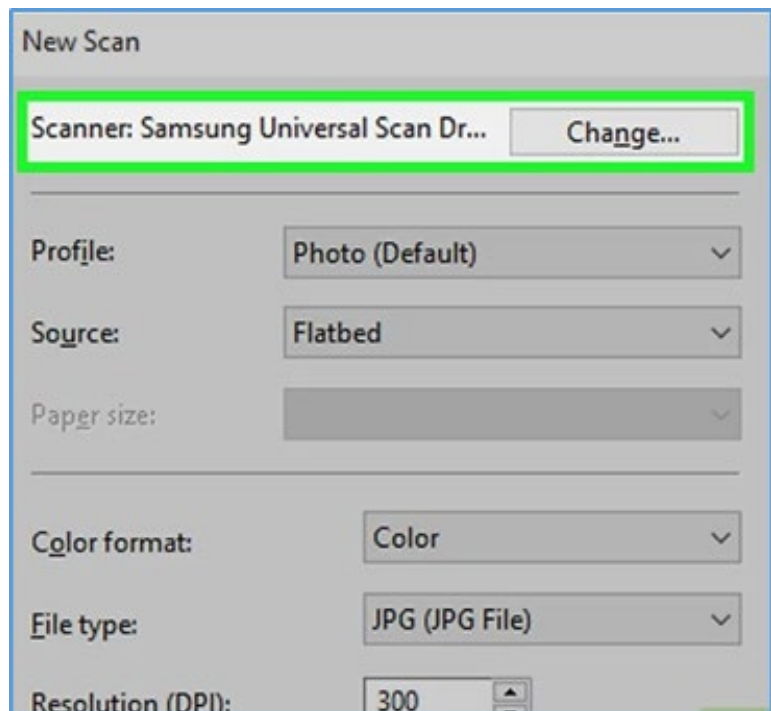
5

Click **New Scan**. This option is in the upper-left side of the Fax and Scan window. A new window will open.



6

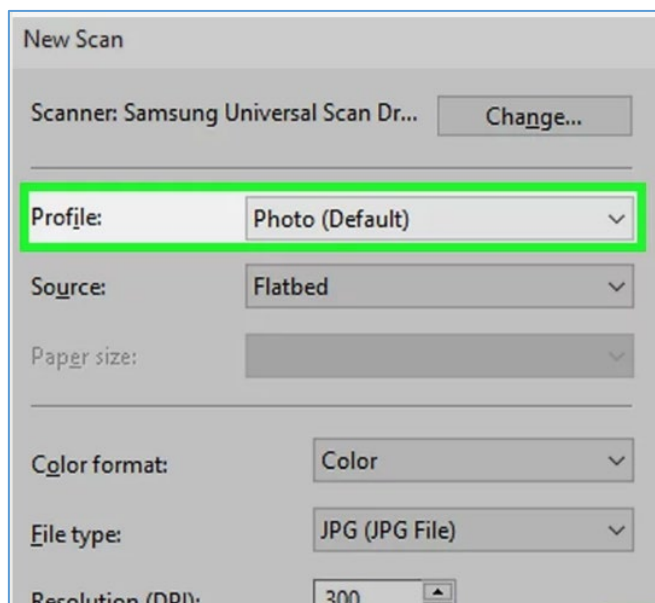
Make sure that your scanner is **correct**. If you don't see your scanner's name at the top of the window or the wrong scanner is listed, click **Change...** in the upper-right side of the window and then select your scanner's name.



## Scan to your Windows computer

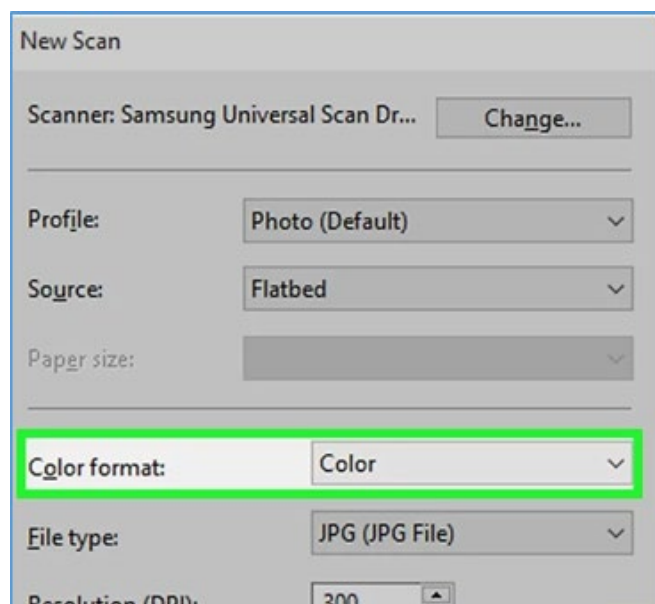
7

**Select a type of document.** Click the "Profile" drop-down box, then select the type of document (e.g., **Photo**) in the drop-down box.



8

**Decide on your document's color.** Click the "Color format" drop-down box, then select either **Color** or **Black and White**. Your scanner may also have different options for colors here.

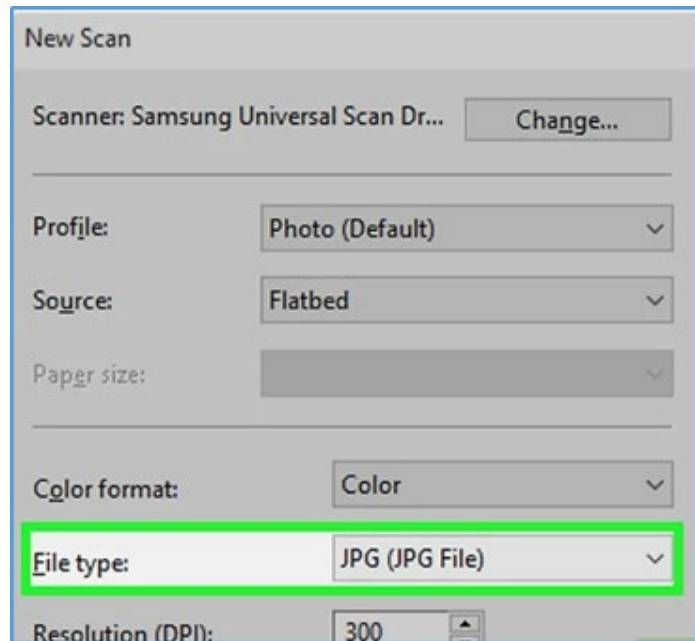


## Scan to your Windows computer

### 9

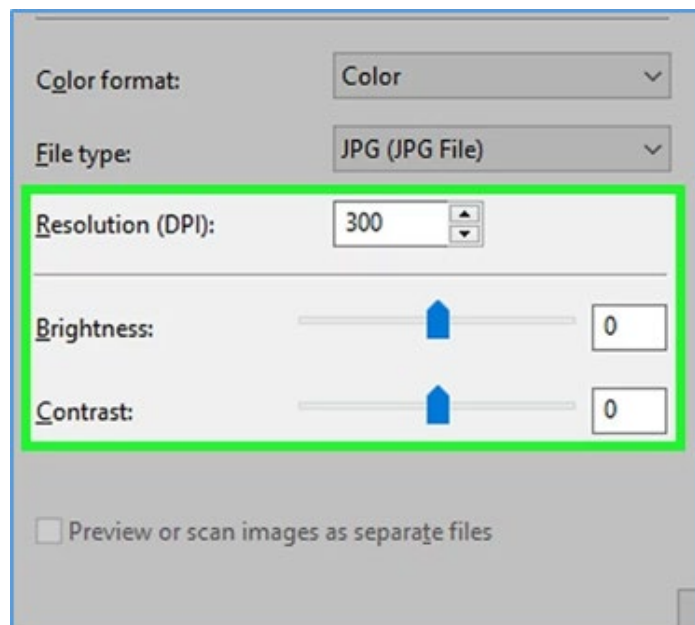
**Select a file type.** Click the "File type" drop-down box, then click the file type (e.g., **PDF** or **JPG**) that you want to use to store the scanned document on your computer.

When scanning anything other than a photo, it's best to select **PDF**.



### 10

**Change any other options on the page.** Depending on your scanner, you may have other options (e.g., "Resolution") that you can modify prior to scanning your document.



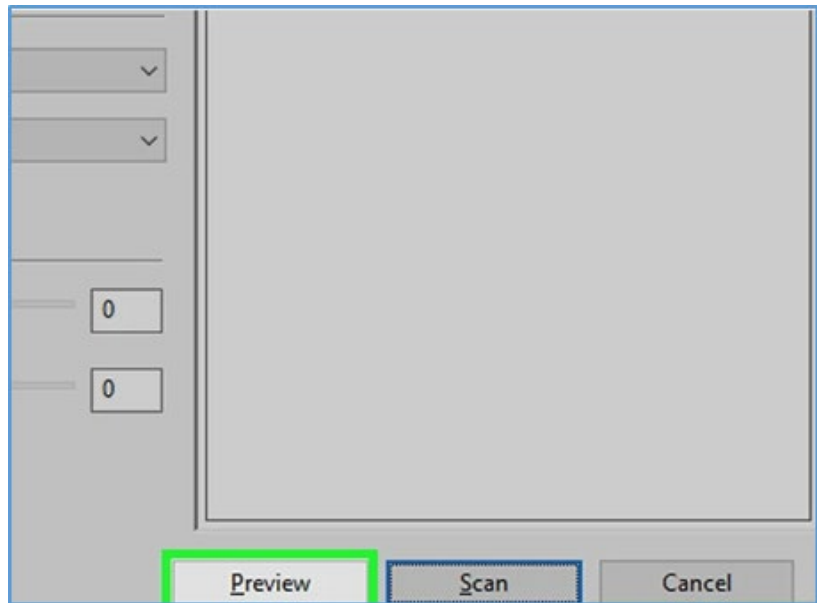
## Scan to your Windows computer

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### 11

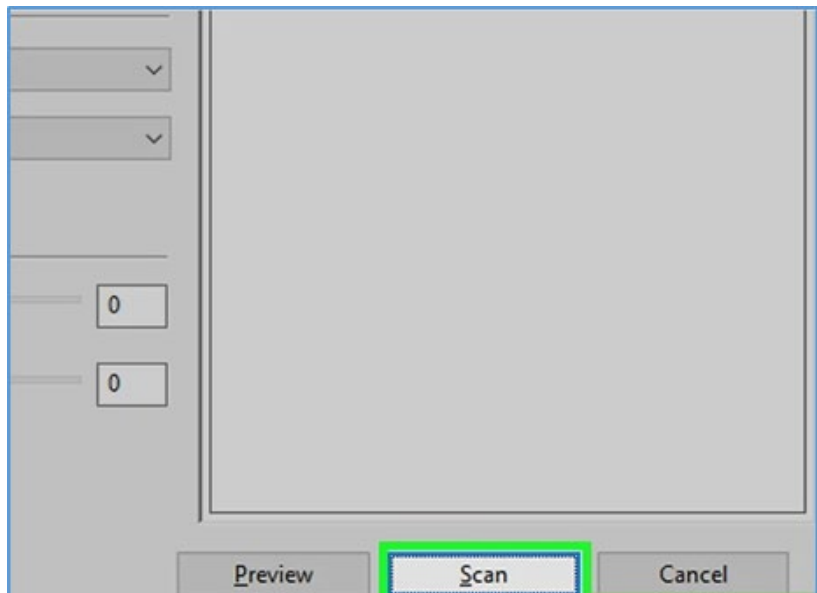
Click **Preview**. It's at the bottom of the window. This will bring up a preliminary scan to show you what your scanned document will look like.

If your document appears crooked, uneven, or chopped-off, you can readjust the document in your scanner and then click **Preview** again to see if your adjustment fixed the problem.



### 12

Click **Scan**. It's at the bottom of the window. Your document will begin scanning into your computer using your selected options and format.





## Scan to your Windows computer

### 13

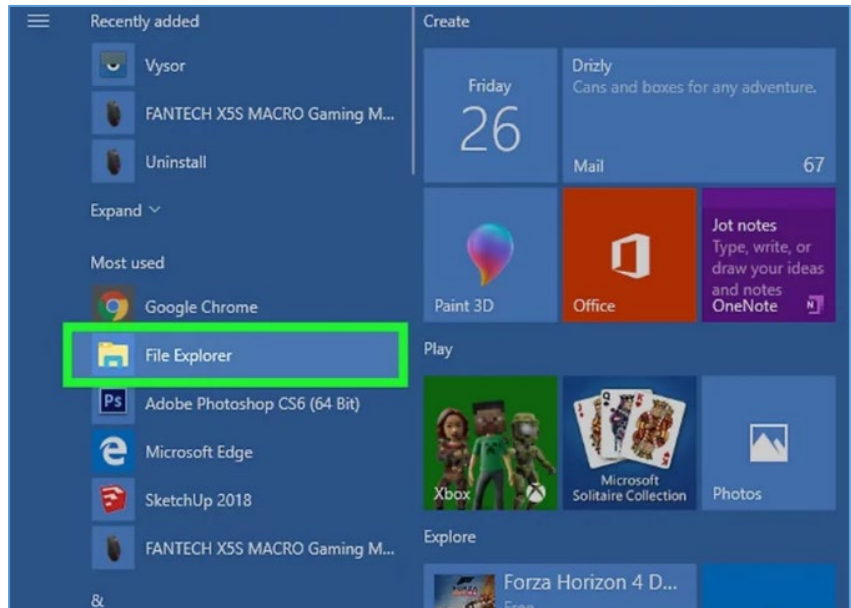
Find your scanned document. To do so:

Open **Start**

Open **File Explorer**

Click **Documents** on the left side of the window.

Double-click the **Scanned Documents** folder.

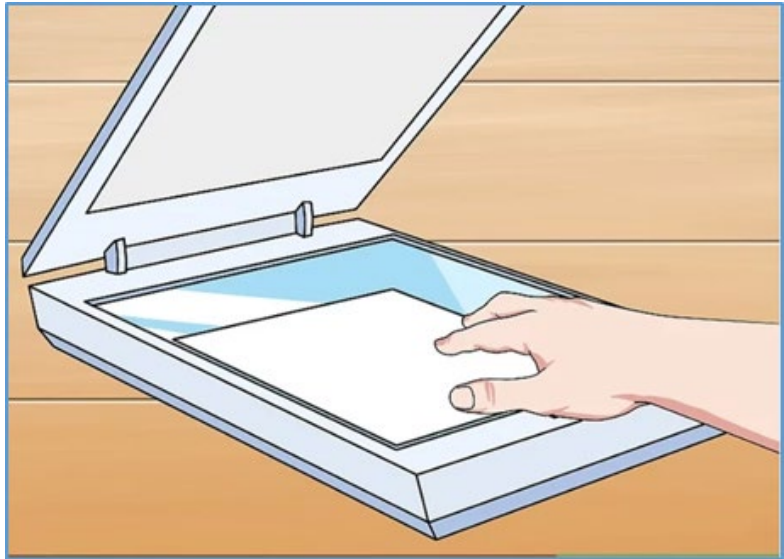


## Scan to your MAC computer

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1

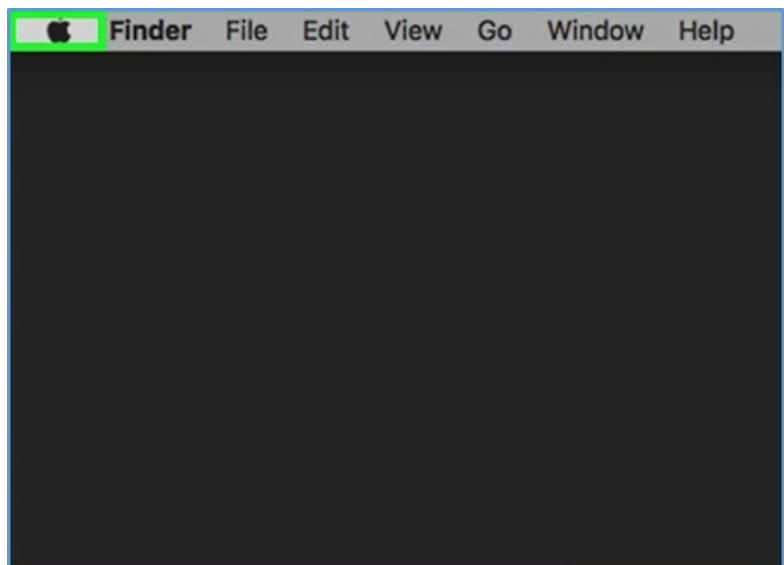
**Place a document face-down in your scanner.** You'll also want to make sure that your scanner is on and connected to your computer before proceeding.



2

**Open the Apple menu**

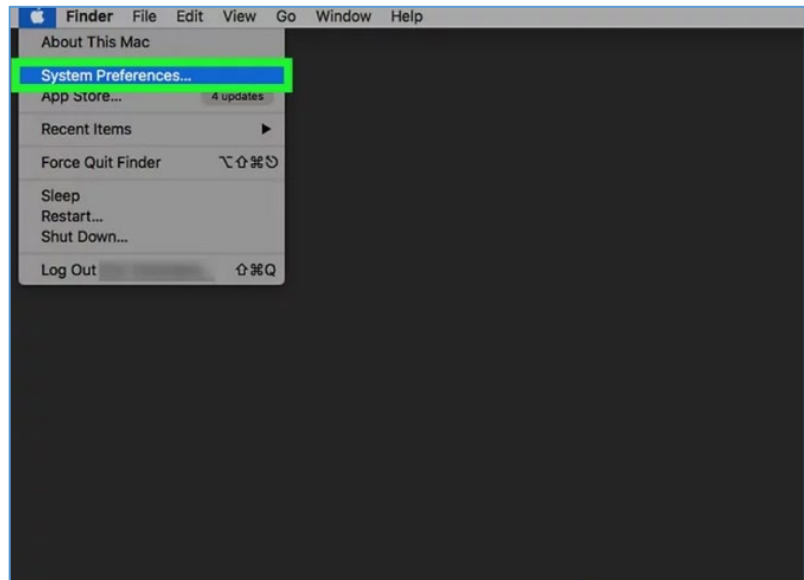
Click the Apple logo in the top-left corner of the screen. A drop-down menu will appear.



## Scan to your MAC computer

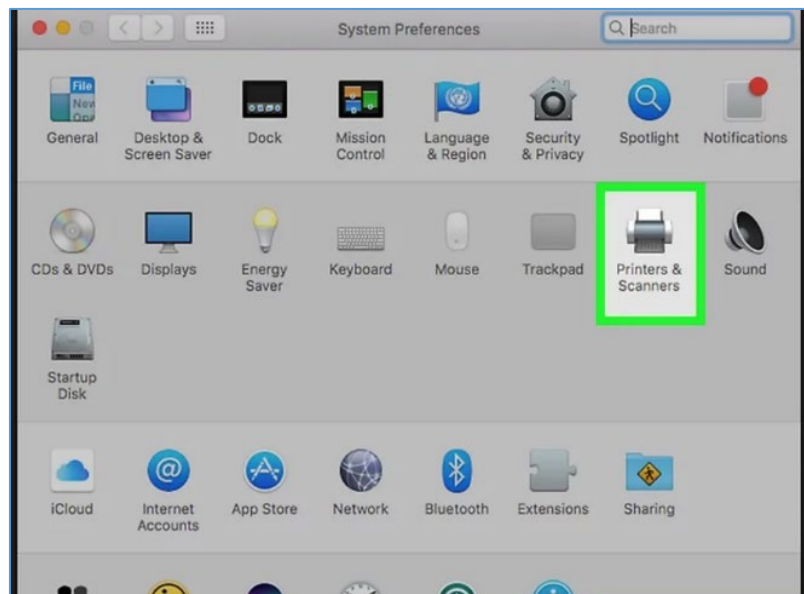
3

Click **System Preferences...**. It's at the top of the drop-down menu.



4

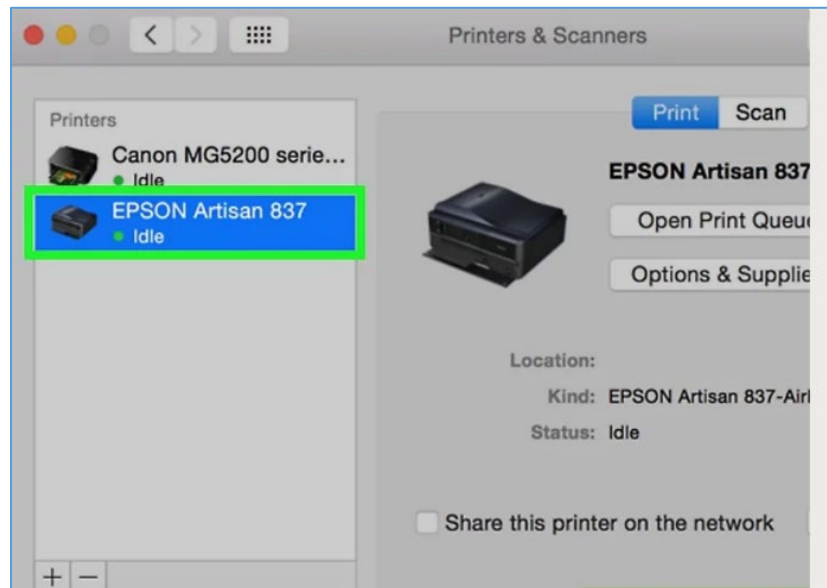
Click **Printers & Scanners**. This printer-shaped icon is on the right side of the System Preferences window.



## Scan to your MAC computer

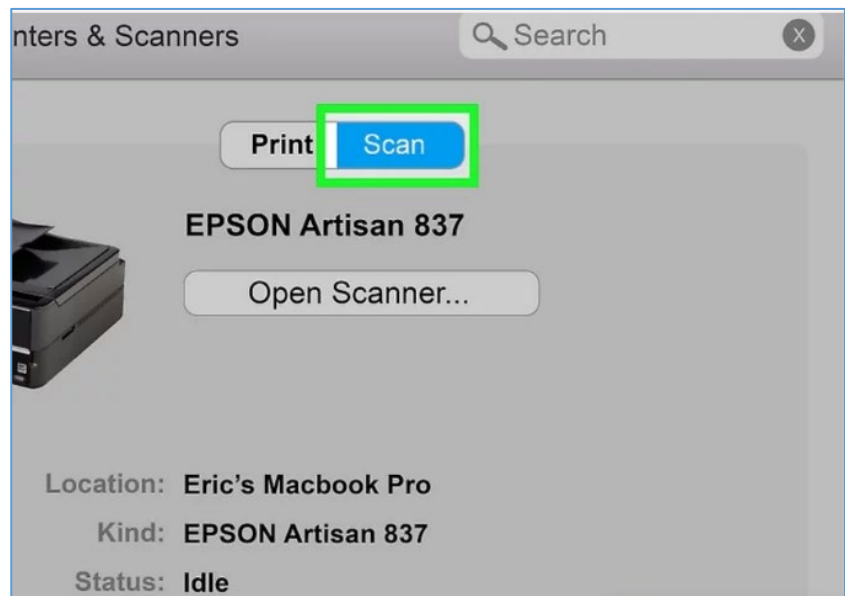
5

**Select your scanner.** Click your scanner's (or printer's) name in the left-hand column.



6

**Click the Scan tab.** It's at the top of the window.

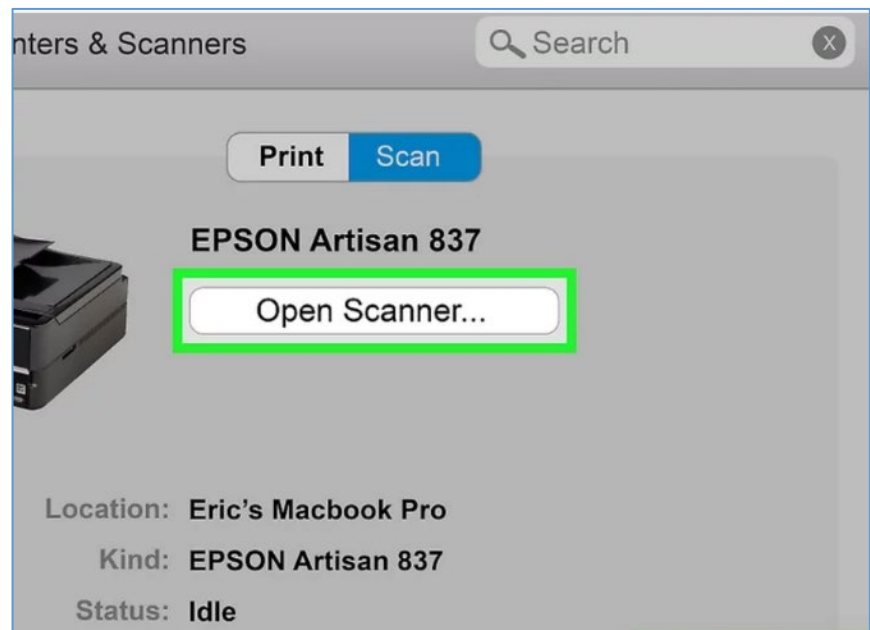


## Scan to your MAC computer

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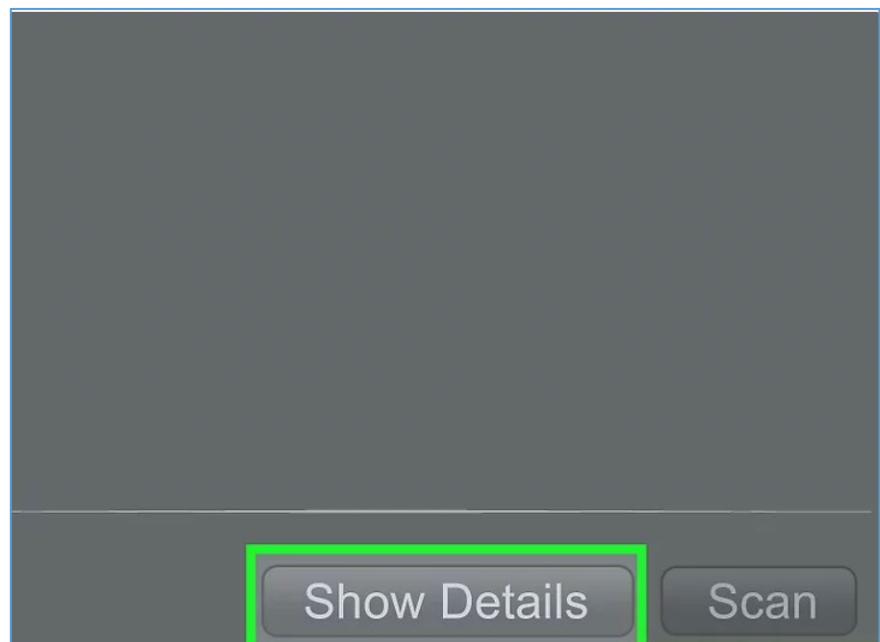
7

Click **Open Scanner...**. You'll find this near the top of the **Scan** tab window.



8

Click **Show Details**. It's in the lower-right side of the window.



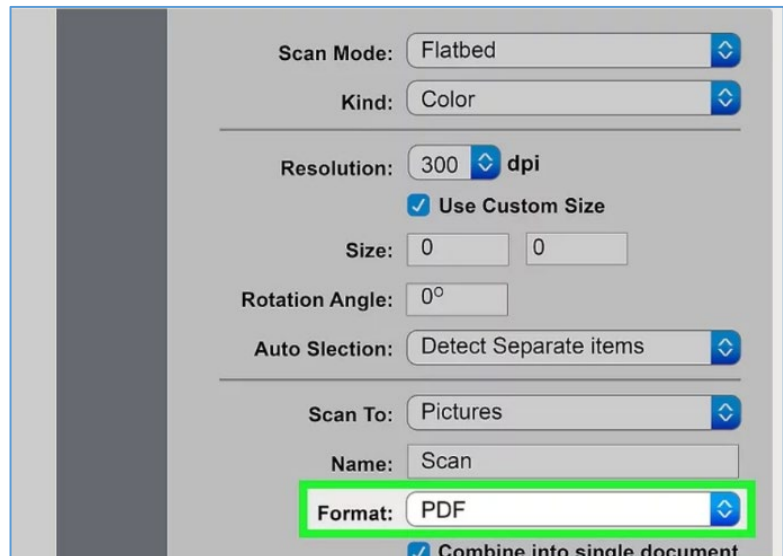


## Scan to your MAC computer

### 9

**Select a file type.** Click the "Format" drop-down box, then click a file type (e.g., **PDF** or **JPEG**) that you want to use to save your file.

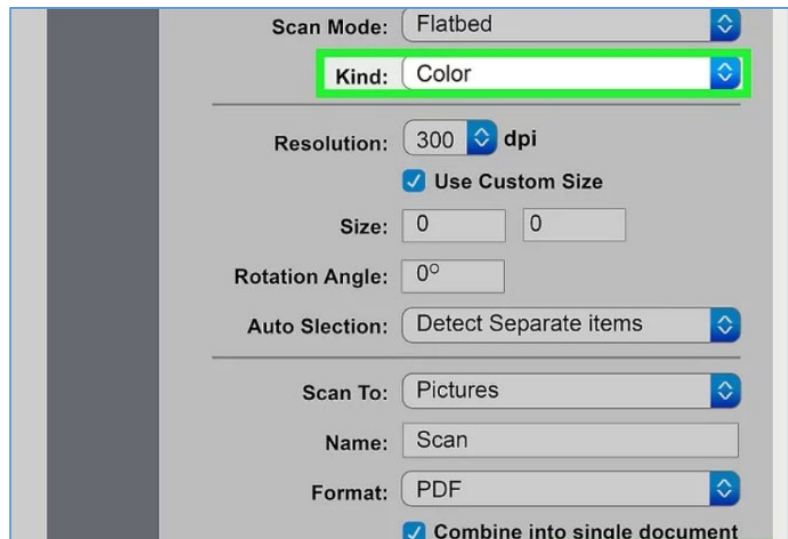
When scanning anything other than a photo, it's best to select **PDF**.



A screenshot of a scanning software interface. The 'Format' dropdown menu is highlighted with a green rectangle and is set to 'PDF'. Other settings include: Scan Mode: Flatbed, Kind: Color, Resolution: 300 dpi, Use Custom Size: checked, Size: 0 x 0, Rotation Angle: 0°, Auto Selection: Detect Separate items, Scan To: Pictures, Name: Scan, and Combine into single document: checked.

### 10

**Decide on a color.** Click the "Kind" drop-down box at the top of the page, then select a color option (e.g., **Black and White**).

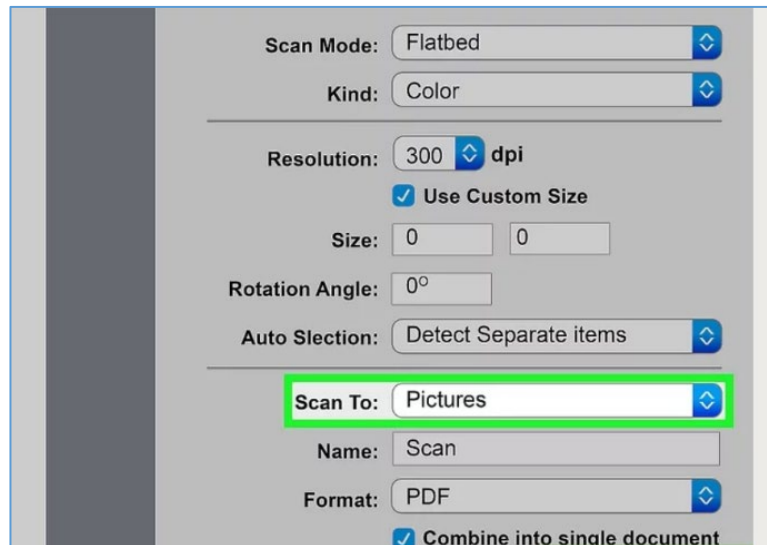


A screenshot of the same scanning software interface. The 'Kind' dropdown menu is highlighted with a green rectangle and is set to 'Color'. Other settings are the same as in the previous screenshot: Scan Mode: Flatbed, Resolution: 300 dpi, Use Custom Size: checked, Size: 0 x 0, Rotation Angle: 0°, Auto Selection: Detect Separate items, Scan To: Pictures, Name: Scan, Format: PDF, and Combine into single document: checked.

## Scan to your MAC computer

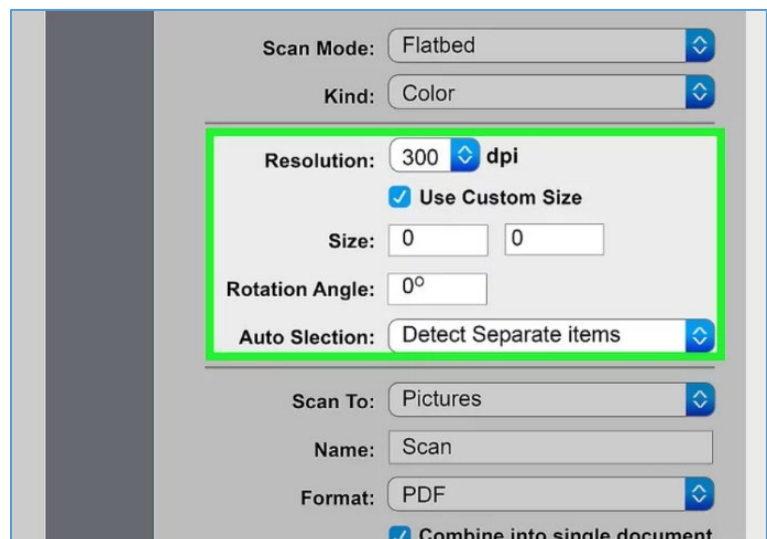
### 11

**Select a storage location.** Click the "Save To" drop-down box, then click a folder in which you want to save your scanned document (e.g., **Desktop**).



### 12

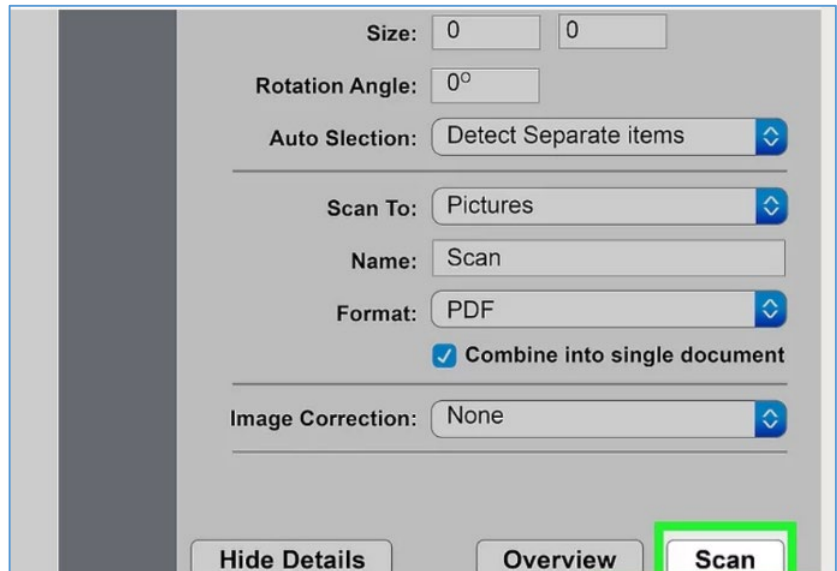
**Change other options on the page.** Depending on the type of file that you're scanning, you may want to change the "Resolution" value or the "Orientation" value here.



## Scan to your MAC computer

### 13

Click **Scan**. It's in the bottom-right corner of the window. Your document will begin scanning into your computer. When it finishes, you'll be able to find it in your selected save location.



## Update Bond Information and upload your scanned file (From the Expiring Soon/Expired Message page)

### 1

**Logon to your CTEC Preparer Account.** Enter your CTEC User ID and Password and click the logon to your account button.

The screenshot shows the CTEC website's login page. At the top is the CTEC logo and the text "California Tax Education Council". Below this is a search bar with "Search..." and a "Go" button. The main heading reads "Welcome to the CTEC Preparer Registration and Personal Account website." Below this, a red link states "CTEC has a **NEW** Preparer Login Process". A paragraph explains that CTEC is discontinuing the use of SSN Last 6 and Last Name for preparer login accounts, and that all preparers must now create a User ID and Password. There are three sections: "New Preparers or Existing Preparers that have not created a User ID and Password yet:" with instructions to enter Last Name for User ID and SSN Last 6 for Password, and a requirement for a Password Reset Email Address; "Already Created your User ID and Password?" with instructions to enter User ID and Password; and "Need to Reset Your Password?" with a link to "reset your password". A red note states: "You must be a CTEC Registered Tax Preparer (CRTP) or have 60 hours of Qualifying Education completed and submitted by a CTEC Approved Provider in order to access this system." Below this is a link "Click here to find a list of CTEC Approved Education Providers -->" and a button "Approved Education Providers". The login section has fields for "User ID" and "Password", each with a "Show/Hide" icon, and a blue "Logon to Your Account" button. At the bottom is a red link: "Click here if you are having trouble with your new User ID or need to reset your password?"

### 2

**Bond Expiring or Expired Splash Page.** Click the button to "Update Your Bond" on this page to continue to Bond Information page.

The screenshot shows the CTEC website's "Your Bond is Expiring Soon!" splash page. At the top is the CTEC logo and the text "California Tax Education Council". Below this is a search bar with "Search..." and a "Go" button. On the left is a "Main Menu" with links: "Logo Slicks", "Paid Bond Claims", "User Login Account", and "Sign Out". The main heading reads "Your Bond is Expiring Soon!". A paragraph states: "Our records indicate that your tax preparer bond will expire within 30 days. You will need to update your bond information. If a tax preparer fails to obtain a new bond by the effective date of the cancellation or termination of the former bond, the tax preparer shall cease to conduct business until that time as a new tax preparer bond is obtained. If you have any questions, please contact the CTEC office at 877-850-2832." Below this is a blue button "Update your Bond Now!". At the bottom is a footer with contact information: "P.O. Box 2890, Sacramento, CA 95812-2890 • tel: (877) 850-2832 • fax: (877) 851-2832 • email: info@ctec.org". On the right are links for "Privacy Policy", "En Español", and "中文", and social media icons for Pinterest, YouTube, Twitter, and Facebook.

## Update Bond Information and upload your scanned file (From the Expiring Soon/Expired Message page)

### 3

**Update your Bond Information.** Update bond information with any changes to bond number, Bond Company, Effective Date and Expiration Date. You can update your bond 10 days prior to your new bonds effective date. Your bond expiration date must be a future date. The next screen will show you how to browse and find your bond certificate file.

**CTEC** California Tax Education Council

Search... Go

**A005544 - ZOUHAIR SROUJI**

**Update Bond**  
Use the form below to your information.

**Bond Company**  **Bond Number**

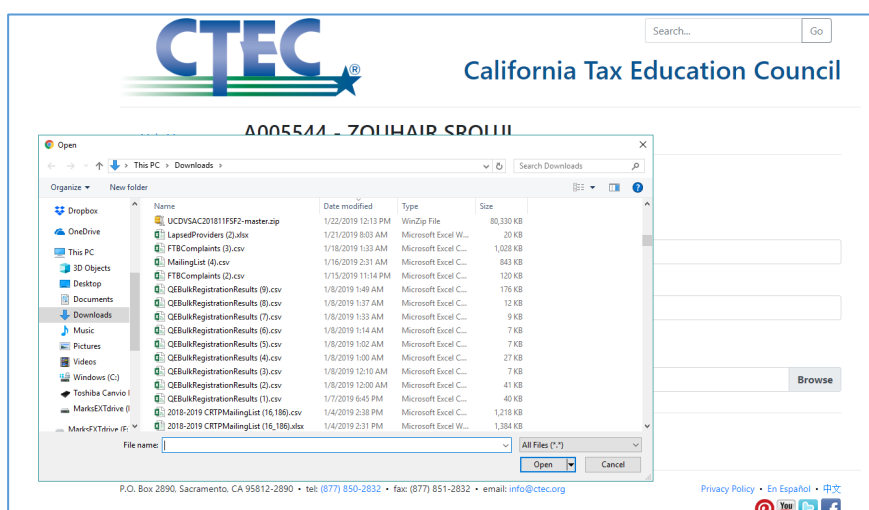
**Bond Effective Date**  **Bond Expire Date**

**Bond Certificate**  
[IMMEDIATE PUNCH LIST ITEMS.docx](#)

P.O. Box 2890, Sacramento, CA 95812-2890 • tel: (877) 850-2832 • fax: (877) 851-2832 • email: [info@ctec.org](mailto:info@ctec.org) [Privacy Policy](#) • [En Español](#) • [中文](#)

### 4

**Browse to and select your scanned Bond Certificate file.** Click the browse button and then navigate to the location you saved your scanned bond certificate file and select the file and then click “open” to continue.





## Update Bond Information and upload your scanned file (From the Expiring Soon/Expired Message page)

### 5

#### Review Bond Information and Submit

**Changes.** Review the changes you have made to your bond information and verify the filename is listed in the box next to the browse button for your bond certificate file then click Submit to save changes and upload your bond certificate file.

The screenshot shows the CTEC website interface for updating bond information. At the top, the CTEC logo is on the left, and a search bar with a 'Go' button is on the right. Below the logo is a navigation menu with links: Main Menu, Logo Slicks, Paid Bond Claims, User Login Account, and Sign Out. The main heading is 'A005544 - ZOUHAIR SROUJI'. Below this is the 'Update Bond' section with the instruction 'Use the form below to your information.' The form contains four input fields: 'Bond Company' (with 'test' entered), 'Bond Number' (with 'ca784529' entered), 'Bond Effective Date' (with '8/1/2019' entered), and 'Bond Expire Date' (with '8/13/2019' entered). Below these is the 'Bond Certificate' section, which includes a link to 'IMMEDIATE PUNCH LIST ITEMS.docx' and a text box containing 'QEBulkRegistrationResults (9).csv'. A 'Browse' button is next to the text box. At the bottom of the form are 'Submit' and 'Cancel' buttons. The footer contains contact information: 'P.O. Box 2890, Sacramento, CA 95812-2890 • tel: (877) 850-2832 • fax: (877) 851-2832 • email: info@ctec.org', a 'Privacy Policy' link, and language options 'En Español' and '中文'. Social media icons for Pinterest, YouTube, Twitter, and Facebook are also present.

**That's it your all set!** You have updated your bond information and uploaded your scanned bond certificate to the CTEC system.

# Update Bond Information and upload your scanned file

(From Preparer Account Main Menu page)

1

**Logon to your CTEC Preparer Account.** Enter your CTEC User ID and Password and click the logon to your account button.

The screenshot shows the CTEC website's login page. At the top is the CTEC logo and the text "California Tax Education Council". Below this is a search bar. The main heading is "Welcome to the CTEC Preparer Registration and Personal Account website." followed by a red link "CTEC has a NEW Preparer Login Process". A paragraph explains that CTEC is discontinuing the use of SSN Last 6 and Last Name for preparer login accounts. There are three sections: "New Preparers or Existing Preparers that have not created a User ID and Password yet:" with instructions to enter Last Name and SSN Last 6; "Already Created your User ID and Password?" with instructions to enter User ID and Password; and "Need to Reset Your Password?" with a link to reset the password. At the bottom, there are fields for "User ID" and "Password", a "Logon to Your Account" button, and a red link for troubleshooting.

2

**Continue past Splash Page.** Click the button to "Continue to Preparer Account" on this page to continue to Preparer Account Main Menu.

The screenshot shows the CTEC website's Preparer Admin page. At the top is the CTEC logo and the text "California Tax Education Council". Below this is a search bar. The main heading is "Welcome to CTEC Preparer Admin". A red "Reminder" states that if a CRTP does not renew registration by January 16, 2018, they will have to retake the 60-hour qualifying education course. There is a "News from the IRS" section with a link to the Annual Filing Season Program. An "IMPORTANT" notice states that failure to register as a tax preparer with CTEC may result in penalties up to \$5,000. A "NOTE" states that a scanned copy of the preparer bond must be uploaded before continuing with the registration process. At the bottom, there is a "Continue to Preparer Admin" button. The footer contains contact information, a privacy policy link, and social media icons.

## Update Bond Information and upload your scanned file (From Preparer Account Main Menu page)

3

Click the “Update Bond” link from the Preparer Account Main Menu. Click the gray “Update Bond” button on the Preparer Information tab to continue to the bond information page.

**CTEC** California Tax Education Council

Search... Go

**Main Menu**  
[Logo Slicks](#)  
[Paid Bond Claims](#)  
[User Login Account](#)  
[Sign Out](#)

**A005544 - ZOUHAIR SROUJI**

Current Registration Status: **Current thru 10/31/2019**  
 Last Registration Cycle/Date: 2018/2019 (10/21/2018)

[Click here to Renew Now!](#)

**Available Education**

Course Number	Course Name	State Hours(5)	Ethics Hours(2)	Tax Update Hours(3)	Tax Law Hours(10)	Completion Date
1040-CE-1962	Intermediate Small Business Concepts	0	0	0	3	12/14/2018
1040-CE-1960	Overview of the Tax Cuts and Jobs Act (Session 1a)	0	0	0	1	12/14/2018
1040-CE-1969	Qualified Business Income Deduction (2019)	0	0	0	1	12/26/2018
1040-CE-1964	Ethics for Tax Professionals	0	2	0	0	12/26/2018
1040-CE-1963	Applying Tax Cuts and Jobs Act (TCJA) (2018)	0	0	0	3	12/26/2018
1040-CE-1942	Quarterly Tax Update Summer 2018	0	0	2	0	12/26/2018
1040-CE-1949	Imputed Interest Rules and Regulations	0	0	0	3	12/26/2018
1057-CE-0001	20 HRS CONTINUING EDUCATION	5	2	3	10	12/26/2018
<b>Total Hours Taken:</b>		<b>5</b>	<b>4</b>	<b>5</b>	<b>21</b>	

[Preparer Information](#) [Edit Details](#) [Update Bond](#)

4

**Update your Bond Information.** Update bond information with any changes to bond number, Bond Company, Effective Date and Expiration Date. You can update your bond 10 days prior to your new bonds effective date. Your bond expiration date must be a future date. The next screen will show you how to browse and find your bond certificate file.

**CTEC** California Tax Education Council

Search... Go

**Main Menu**  
[Logo Slicks](#)  
[Paid Bond Claims](#)  
[User Login Account](#)  
[Sign Out](#)

**A005544 - ZOUHAIR SROUJI**

**Update Bond**  
 Use the form below to your information.

**Bond Company**

**Bond Number**

**Bond Effective Date**

**Bond Expire Date**

**Bond Certificate**  
[IMMEDIATE PUNCH LIST ITEMS.docx](#)  
 [Browse](#)

[Submit](#) [Cancel](#)

P.O. Box 2890, Sacramento, CA 95812-2890 • tel: (877) 850-2832 • fax: (877) 851-2832 • email: [info@ctec.org](mailto:info@ctec.org)

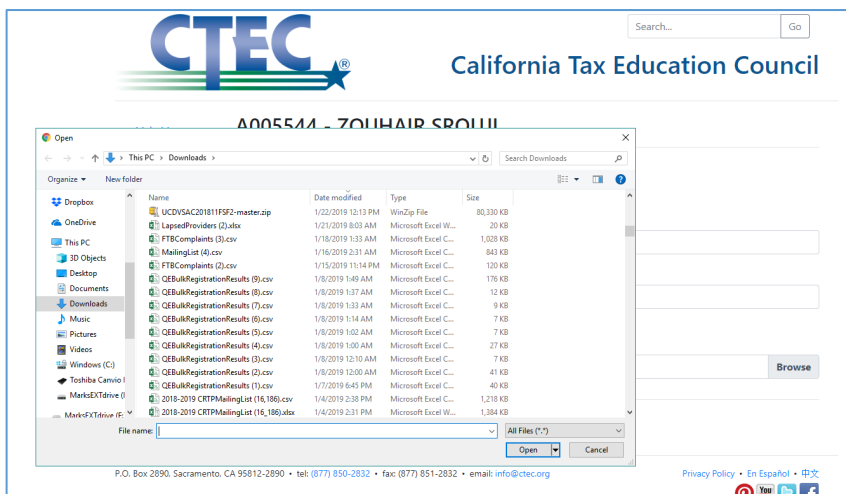
[Privacy Policy](#) • [En Español](#) • [中文](#)

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## Update Bond Information and upload your scanned file (From Preparer Account Main Menu page)

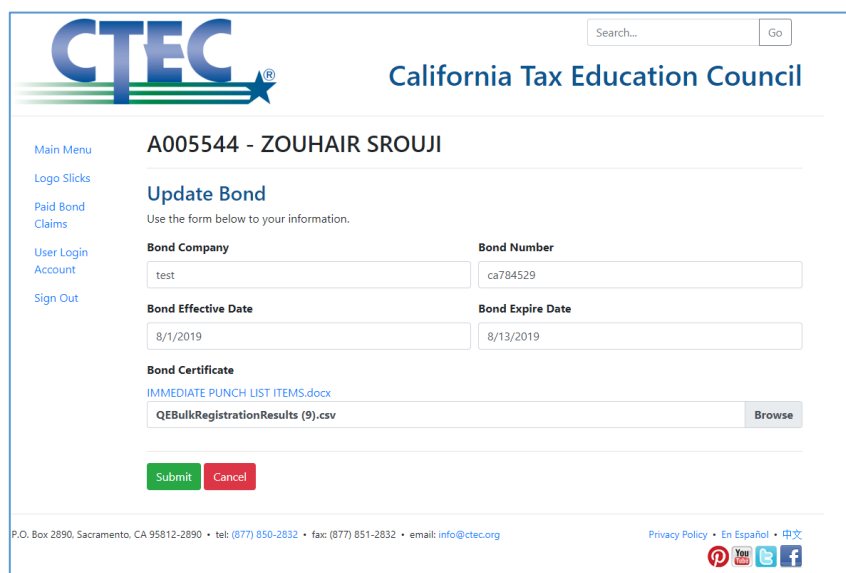
5

**Browse to and select your scanned Bond Certificate file.** Click the browse button and then navigate to the location you saved your scanned bond certificate file and select the file and then click “open” to continue.



6

**Review Bond Information and Submit Changes.** Review the changes you have made to your bond information and verify the filename is listed in the box next to the browse button for your bond certificate file then click Submit to save changes and upload your bond certificate file.



**That's it your all set! You have updated your bond information and uploaded your scanned bond certificate to the CTEC system.**

# Update Bond Information and upload your scanned file

(From Registration Preparer Information page)

## 1

**Logon to your CTEC Preparer Account.** Enter your CTEC User ID and Password and click the logon to your account button.

The screenshot shows the CTEC website login page. At the top is the CTEC logo and the text "California Tax Education Council". Below this is a search bar and a "Go" button. The main heading is "Welcome to the CTEC Preparer Registration and Personal Account website." followed by a red banner stating "CTEC has a NEW Preparer Login Process". The text explains that CTEC is discontinuing the use of SSN Last 6 and Last Name for preparer login accounts. It then provides instructions for new and existing preparers. For new preparers, it asks for a Last Name for the User ID and SSN Last 6 for the Password. For existing preparers, it asks for a User ID and Password. There are also links for "Already Created your User ID and Password?" and "Need to Reset Your Password?". At the bottom, there are input fields for "User ID" and "Password", a "Logon to Your Account" button, and a link for "Click here if you are having trouble with your new User ID or need to reset your password?".

## 2

**Continue past Splash Page.** Click the button to "Continue to Preparer Account" on this page to continue to Preparer Account Main Menu.

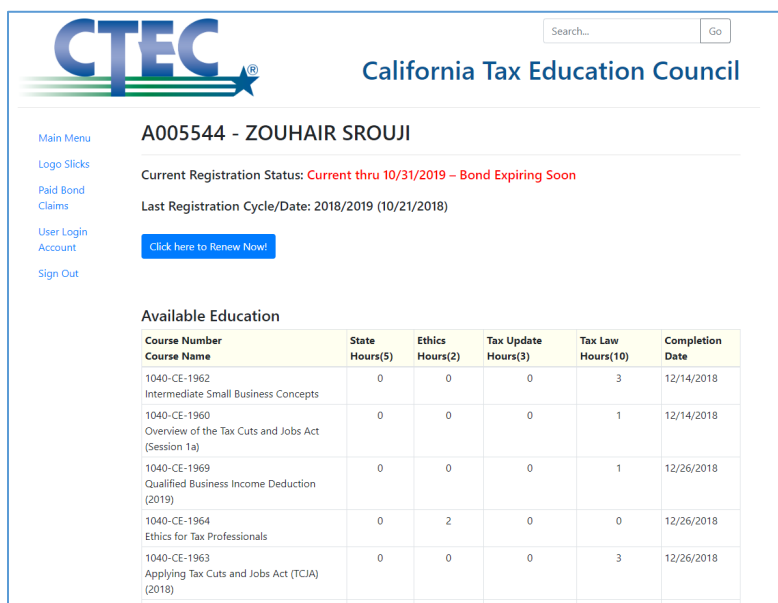
The screenshot shows the CTEC Preparer Admin page. At the top is the CTEC logo and the text "California Tax Education Council". Below this is a search bar and a "Go" button. The main heading is "Welcome to CTEC Preparer Admin". There is a red banner stating "Reminder - If a CRTP does not renew his/her registration by January 16, 2018, he/she will have to retake the 60-hour qualifying education course and register as a new CRTP." Below this is a section for "News from the IRS" with a link to "www.irs.gov". There is also a section for "IMPORTANT" information regarding California Revenue & Taxation Code Section 19167. At the bottom, there is a "Continue to Preparer Admin" button. The footer contains contact information for CTEC, including a P.O. Box, phone numbers, fax, email, and social media links.



## Update Bond Information and upload your scanned file (From Registration Preparer Information page)

3

Click the “Click Here to Renew Now” link from the Preparer Account Main Menu. Click the blue registration button on the Preparer Information tab to continue to preparer registration (if available).



**CTEC** California Tax Education Council

Search... Go

**A005544 - ZOUHAIR SROUJI**

Current Registration Status: **Current thru 10/31/2019 – Bond Expiring Soon**

Last Registration Cycle/Date: 2018/2019 (10/21/2018)

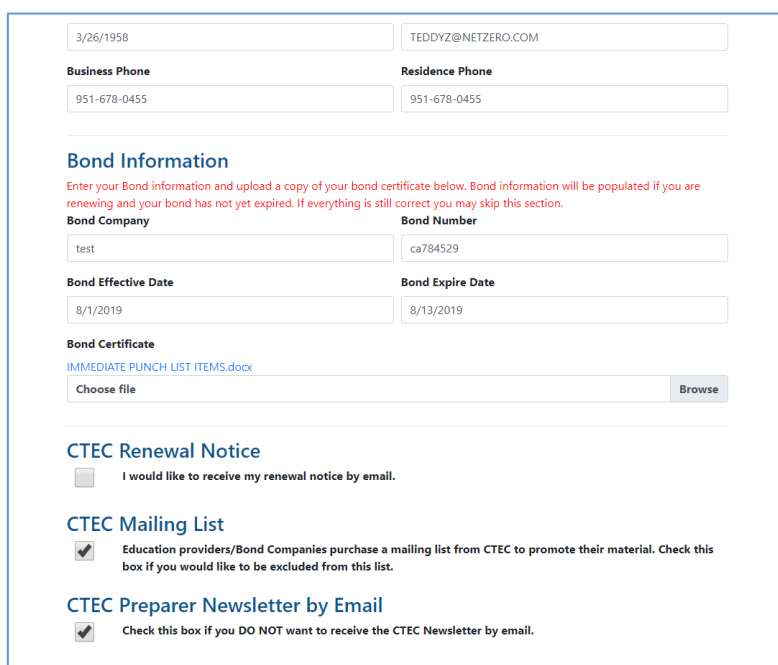
[Click here to Renew Now!](#)

**Available Education**

Course Number	Course Name	State Hours(5)	Ethics Hours(2)	Tax Update Hours(3)	Tax Law Hours(10)	Completion Date
1040-CE-1962	Intermediate Small Business Concepts	0	0	0	3	12/14/2018
1040-CE-1960	Overview of the Tax Cuts and Jobs Act (Session 1a)	0	0	0	1	12/14/2018
1040-CE-1969	Qualified Business Income Deduction (2019)	0	0	0	1	12/26/2018
1040-CE-1964	Ethics for Tax Professionals	0	2	0	0	12/26/2018
1040-CE-1963	Applying Tax Cuts and Jobs Act (TCJA) (2018)	0	0	0	3	12/26/2018

4

Continue Registration Process until you get to the Preparer Information page. The preparer information page of registration contains the bond information and upload options. Add or Update your bond information as needed. The next page will explain how to browse and upload your bond certificate file.



3/26/1958 TEDDY@NETZERO.COM

**Business Phone** **Residence Phone**

951-678-0455 951-678-0455

**Bond Information**

Enter your Bond information and upload a copy of your bond certificate below. Bond information will be populated if you are renewing and your bond has not yet expired. If everything is still correct you may skip this section.

**Bond Company** **Bond Number**

test ca784529

**Bond Effective Date** **Bond Expire Date**

8/1/2019 8/13/2019

**Bond Certificate**

IMMEDIATE PUNCH LIST ITEMS.docx

Choose file Browse

**CTEC Renewal Notice**

☐ I would like to receive my renewal notice by email.

**CTEC Mailing List**

☒ Education providers/Bond Companies purchase a mailing list from CTEC to promote their material. Check this box if you would like to be excluded from this list.

**CTEC Preparer Newsletter by Email**

☒ Check this box if you DO NOT want to receive the CTEC Newsletter by email.

## Update Bond Information and upload your scanned file (From Registration Preparer Information page)

5

**Browse to and select your scanned Bond Certificate file.** Click the browse button and then navigate to the location you saved your scanned bond certificate file and select the file and then click “open” to continue.

3/26/1958 TEDDY@NETZERO.COM

Business Phone Residence Phone

951-678-0455 951-678-0455

Open

File name: All Files (\*.\*)

Open Cancel

CTEC Preparer Information

Education providers/Bond Companies purchase a mailing list from CTEC to promote their material. Check this box if you would like to be excluded from this list.

CTEC Preparer Newsletter by Email

Check this box if you DO NOT want to receive the CTEC Newsletter by email.

6

**Complete all required preparer registration information and continue.** Complete all required information and then select the “I Certify...” checkbox, you can then click the button to “Continue” registration. Preparer information and bond information are saved to your account at this time.

Bond Effective Date Bond Expire Date

8/1/2019 8/13/2019

Bond Certificate

IMMEDIATE PUNCH LIST ITEMS.docx

Choose file Browse

CTEC Renewal Notice

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CTEC Preparer Newsletter by Email

☒ Check this box if you DO NOT want to receive the CTEC Newsletter by email.

Fact of Filing

☒ I have filed or will be filing my personal and/or business tax returns for the past three years with the appropriate agencies.

☐ I CERTIFY THAT THE FORGOING IS TRUE AND CORRECT.

Continue Back

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Privacy Policy • En Español • 中文

**That's it your all set!** You have updated your bond information and uploaded your scanned bond certificate to the CTEC system. You will still need to complete your registration.