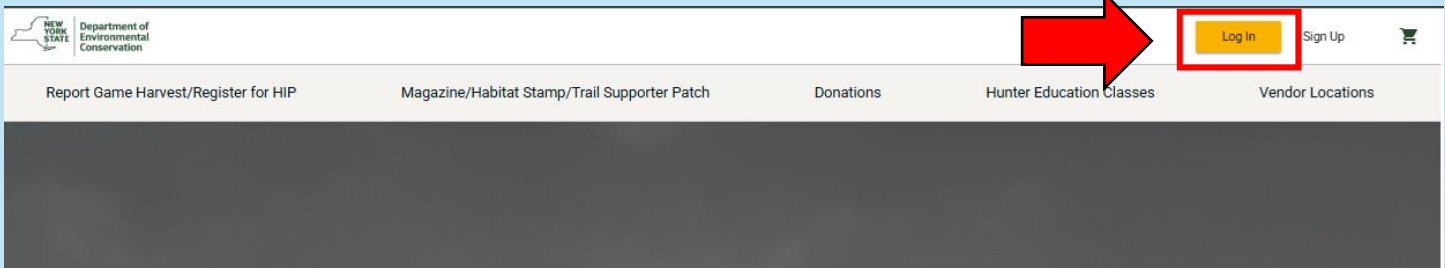


# How to Update Your Lifetime Delivery Preference in Your Online Profile

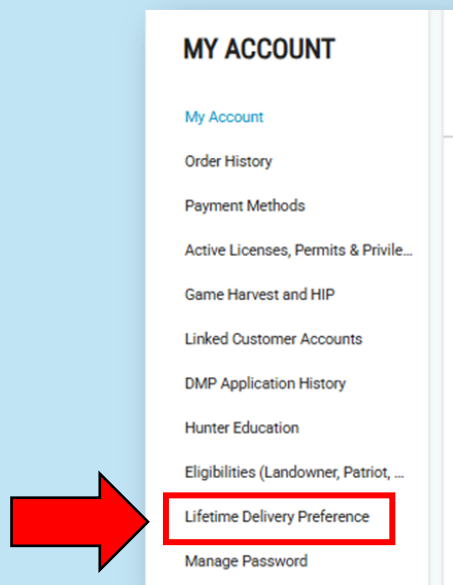
- Sign into your DECALS account online at <https://decals.east.licensing.app/> by clicking the “**Log in**” button. If you have not claimed your online Lifetime License profile you can follow the instructions at <https://nydec.zendesk.com/hc/en-us/articles/15964944713236-How-to-create-register-for-an-account> to create a username and password. It is important to note that since you have a Lifetime License you should not create a new account. If you need assistance, please call 1-(866)-933-2257.



- Enter your email/username and password and click the “**Login**” button:

A screenshot of the login page. On the left, there is a 'Login' section with a heading 'Login' and a subheading 'If you haven't already created or claimed your license profile click Sign Up below.' Below this are two input fields: 'Email' and 'Password', both highlighted with red rectangles. A red arrow points from the left towards the 'Login' button, which is also highlighted with a red rectangle. To the right of the 'Login' button is a 'Sign Up' button. Below the buttons is a link 'Forgot password?'. On the right side of the page, there is a section titled 'ACCOUNT BENEFITS' with three bullet points: 'Keep track of your purchase history.', 'Manage all of your subscriptions.', and 'Save payment preferences to make purchases quicker.'

- Once you are in your account, click on “**Lifetime Delivery Preference**” listed under **My Account**.



- Under **Lifetime Delivery Preference** change the “**New Selection**” to “**Send Tags Via Email**” and click the “**Update Now**” button to save your choice:

**LIFETIME DELIVERY PREFERENCE**

On this page, you can select to have your lifetime licenses either emailed or mailed to you when tags are generated throughout the year.

**Licenses**

077 - Lifetime License (Hunt/Fish/Turkey) 16-69

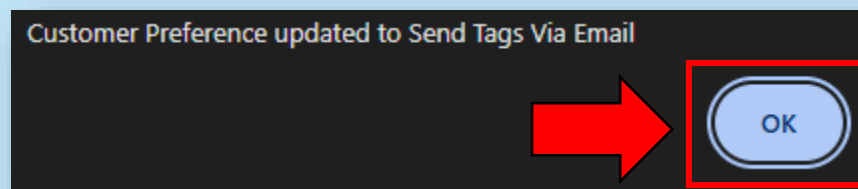
**New Selection**

☒ Send Tags Via Email

☐ Send Tags Through Mailing/Postal Service

**Update Now**

- Once you have made your selection and clicked “**Update Now**” you may see a pop up stating that you updated your delivery preference. Click on “**OK**”.



If your email changes, make sure to sign into your online account and update it. To update your email, click on “**My Account**” and scroll down to the *Contact Info* section. Click on the “**Edit Profile**” button, update your email and click the “**Save**” button.

**MY ACCOUNT**

[My Account](#)

Order History

Payment Methods

Active Licenses, Permits & Privile...

**Contact Info**

Email Address: testemail@email.com

Primary Number: (555) 555-5555

**Edit Profile**

**Contact Info**

Email Address: testemail123@email.com

Primary Number: (555) 555-5555

**Save** **Reset**

If your lifetime licenses and tags have already been issued you can access them Under “**My Account**” by clicking on “**Active Licenses, Permits & Privileges**”.

**MY ACCOUNT**

[My Account](#)

Order History

Payment Methods

[Active Licenses, Permits & Privile...](#)

Game Harvest and HIP

Linked Customer Accounts

DMP Application History

Hunter Education

Eligibilities (Landowner, Patriot, ...)

Lifetime Delivery Preference

Manage Password