If this is your first time using Print on the Go, add your card to our system.

Visit pay.hpl.ca and log in.

If your card is already added, skip to Step 2.

Visit hpl.ca/print and log in with your barcode and PIN.

Choose Black & White or Colour.
Click **Choose File** to select the file you’d like to print.

If necessary, adjust the number of Copies and Page Range.

Click **Continue**.

If necessary, adjust any of the available Print Options and click **Continue**.

Review the number of pages and cost of the job. If satisfied, select **Submit Job to Printer**.

![Checkmark] Visit any HPL branch and scan your card at a printer to release your print job.