

21 NCAC 56 .0804 ANNUAL RENEWAL AND 30-DAY REPORTING OF VIOLATIONS AND CHANGE OF ADDRESS

- (a) Renewal. The certificate of licensure for a business shall be renewed annually.
- (b) Expiration. The certificate of licensure expires on the last day of June following its issuance by the Board and becomes invalid on that date unless renewed.
- (c) Written Application. The applicant shall submit a written application on a renewal form provided by the Board that requires the physical place of business address and report of disciplinary actions, accompanied by a fee of seventy-five dollars (\$75.00). The Board shall renew the certificate of licensure, providing that the business has complied with all rules of the Board and applicable General Statutes of North Carolina. The form shall be provided to all licensees in good standing no later than June 1st.
- (d) Reporting. The business shall give notice to the Board on a change form within 30 days of any change of:
 - (1) business address and branch locations;
 - (2) resident professional or licensee in responsible charge;
 - (3) business name;
 - (4) officers, directors, or owners; or
 - (5) the services being offered.

The business shall give notice to the Board of any disciplinary actions or conviction of any crime, in any jurisdiction on any license within 30 days of the disciplinary action or conviction.

- (e) If a business fails to renew its certificate of licensure within one year of the expiration date, the business shall submit a new application for a new certificate of licensure in accordance with all requirements of 21 NCAC 56 .0802.
- (f) If any business that holds a current certificate of licensure ceases business because the professional licensee receives a waiver from paying the individual renewal fee under 21 NCAC 56 .0506 or 21 NCAC 56 .0607, the annual renewal fee for the business shall be waived for the same time period.

*History Note: Authority G.S. 55B-11; 57D-2-01; 89C-10; 89C-14; 89C-17; 89C-24;
Eff. February 1, 1976;
Readopted Eff. September 29, 1977;
Amended Eff. August 1, 2011; July 1, 2010; July 1, 2009; December 4, 2002; April 1, 2001;
February 1, 1996; May 1, 1994;
Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. April 27, 2019;
Amended Eff. July 1, 2020.*