

NORTH CAROLINA PSYCHOLOGY BOARD
895 State Farm Road, Suite 101, Boone, NC 28607 - Telephone: (828) 262-2258

2017 Renewal Application for Professional Corporation or PLLC

THIS FORM MUST BE RETURNED WITH THE \$25 RENEWAL FEE, (check or money order) OR THE PAYMENT WILL BE RETURNED. Make checks/money orders payable to the NC Psychology Board.

Renewal Fee: \$25.00
If postmarked by 2/10/17

If postmarked after 2/10/17, the Professional Corporation or PLLC certificate will automatically be suspended, but it may be reinstated **within the calendar year** by submitting the renewal application and a \$35 fee, which includes an additional \$10.00 penalty.

NAME OF PROFESSIONAL ENTITY:

CERTIFICATE NUMBER: _____

If you do not wish to renew the certificate, check here, provide an explanation on this form, and return the form to the Board office.

COMPLETE THE FOLLOWING INFORMATION:

[1] *Corporation/Company Mailing Address:*

Street/Box: _____

City: _____ State: _____

ZIP Code: _____ Email address: _____

Daytime Telephone: _____

[2] Doing Business As (i.e., Assumed Name):

(i.e. Assumed Name, ***IF DIFFERENT FROM THE PROFESSIONAL ENTITY NAME above.*** – If using a DBA name, a **Certificate of Assumed Name is required** be filed with the Register of Deeds in the COUNTY where you are doing business, AND that a copy is on file with the Board *before* the D B A can be added to the Board database.)

Doing *Business As/Assumed Name*

FORM SUBMITTED BY: _____ DATE: _____

DAYTIME CONTACT NUMBER: _____

RETURN THIS ENTIRE FORM TO THE BOARD OFFICE ALONG WITH PAYMENT, OR THE PAYMENT WILL BE UNACCEPTABLE AND WILL BE RETURNED, WHICH COULD SUBSEQUENTLY RESULT IN A SUSPENDED CERTIFICATION.

NOTE: This is the renewal application for your **PROFESSIONAL CORPORATION or PLLC.**
Individual Licenses must be renewed in October on a biennial basis **only** in the even-numbered years.