

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

2018 Reinstatement Application for Professional Corporation or PLLC

THIS ENTIRE FORM MUST BE RETURNED WITH THE \$35 FEE (\$25 renewal fee PLUS \$10 penalty) in the form of a check or money order, OR THE PAYMENT WILL BE RETURNED. Make checks/money orders payable to the NC Psychology Board.

**Reinstatement Fee:
\$35.00**

Since your renewal was not received by the deadline, the Professional Corporation or PLLC certificate was automatically suspended effective 2/1/18. However, 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:

If you INTENTIONALLY did not renew the Professional Entity, please **provide an explanation on this form**, and return it to the Board office for your file.

CERTIFICATE NUMBER: _____

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: _____

THE NON-RENEWAL OF THE PROFESSIONAL ENTITY SUBSEQUENTLY RESULTED IN NOTIFICATION BEING SENT TO THE NORTH CAROLINA SECRETARY OF STATE CORPORATION DIVISION. THEY WILL ALSO SEND YOU WRITTEN NOTIFICATION OF THE SUSPENSION.

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.