



North Carolina Board of Architecture

2009-2010 License Renewal for Individual Registration

This serves as notice that your license to practice architecture will expire on **June 30, 2009**.

First

Middle

Last

Daytime Phone Number

Firm Name

Fax Number

Address

E-mail address

City

State

Zip

NC License Number

Instructions for license renewal:

- Go to the "Registrants Only" section at www.ncbarch.org.
- Follow the prompts. You will need your PIN and Registration number as printed above.
- Only MasterCard and Visa are accepted for on line renewal.

If you do not have access to the Internet:

- You may complete and return this form, front and back, to the Board office. Make check payable to NCBA. The fee is non-refundable and is due by June 30, 2009.
- Information concerning your registration and current address as on file with the Board is printed above. If you renew using this form please make any corrections to the information printed above directly on this form. **Do not staple business cards or other correspondence to this form.**

Renewal fee and late fees: (N.C.G.S. 83A-11) :

- Renewal Fee is \$50.00.
- July 2, 2009 through July 31, 2009 - \$50.00 late fee (for a total of \$100.00).
- After August 1, 2009 - \$100.00 late fee (for a total of \$150.00).

Important Reminders:

- Returned checks will be assessed a charge of \$29.00.
- If you renew on-line do not return this form to the Board office.
- In order to continue practicing architecture, you must renew the license registration no later than June 30, 2009. If you don't renew by June 30, 2009, a courtesy reminder will be sent via **EMAIL ONLY** in mid-July 2009. No further notices will be sent.
- To confirm renewal or to print a certificate of licensure go to the directory section of www.ncbarch.org, select licensees, enter name or license number. The matches will appear, click on the license number, then click on 'create a certificate'.
- You will not receive a wallet card regardless of renewal method.
- NC does not have an "inactive" status. If you are not practicing architecture in NC and do not want to renew the license, return this form to the Board office marked "Do Not Renew" across the top. You will be eligible to renew with late penalty until June 30, 2010. If you don't renew by June 30, 2010, your license registration will be administratively revoked for non-renewal, a non-disciplinary action.

THIS SECTION FOR OFFICE USE ONLY Date Received: _____ 01 Check Number: _____ 02 Check Number: _____
Returned for completion on : _____ Sections: _____ Other information: _____

Incomplete Renewal Forms Will Be Returned.

Section One - Continuing Education Certification of Compliance

I certify that I have completed the required twelve hours of continuing education for the reporting period January 1, 2008 to December 31, 2008 as set forth in 21 NCAC 02.0903 (Non-residents should refer to 21 NCAC 02.0908. If your resident jurisdiction does not reciprocate with North Carolina you will be required to show proof of compliance with 21 NCAC 02.0903. Contact your resident jurisdiction to determine if they reciprocate with North Carolina.

_____ (initials) **YES , I certify that I have complied.**

OR

I am exempt from the continuing education requirements for the following reason/s:

___ My license number is **10963 or higher** (license registration number is printed on the front of the form.) Exempt per rule 21 NCAC 02.0906 (1) "New Registrant".

___ I have served more than 90 consecutive days on Temporary Active Duty in the armed forces of the United States. Exempt per rule 21 NCAC 02.0906 (2).

___ I have applied for and was granted an exemption based on rule 21 NCAC 02.0906 (3) ("Medical exemption.")

OR

I certify that **I HAVE NOT** complied with the North Carolina Board of Architecture Rules and Laws requiring 12 contact hours of continuing professional education on health, safety and welfare issues during the **2008** calendar year. I understand that my license will be placed on probation and renewed conditionally. I understand that I have until December 31, 2009 to obtain and submit documentation of the deficient contact hours for 2008 and **that failure to comply may ultimately result in license revocation.**

I HAVE NOT COMPLIED, I AM DEFICIENT (amount)_____ HOURS. _____ (initials)

Section Two - Moral Character Data Please read and answer this section **CAREFULLY.**

(If you answer Yes to any of the following questions, please submit details and/or a copy of disciplinary action.)

-Since July 1, 2008 has your professional license/registration been denied, suspended or revoked in any jurisdiction?

YES ___ (initials) OR NO ___(initials)

-Since July 1, 2008, have you surrendered or allowed a professional license/registration to lapse in any jurisdiction due to pending or threatened disciplinary action?

YES ___ (initials) OR NO ___(initials)

-Since July 1, 2008, have you been charged, arrested, convicted, found guilty or pleaded nolo contendere to any criminal offenses (excluding non-criminal traffic infractions) or have you been party to any civil litigation alleging that you committed fraud or gross negligence in the practice of architecture?

YES ___ (initials) OR NO ___(initials)

-Since July 1, 2008 have you been investigated, charged, or disciplined since the filing of your last renewal application, or are you currently under investigation by any governing or licensing board (other than North Carolina) or by a state or federal agency?

YES ___ (initials) OR NO ___(initials)

Section Four - Certification

I certify that I have read the North Carolina Architectural Laws and Rules and I am qualified to practice architecture in the state of North Carolina. The information I have provided on this form is true and accurate to the best of my knowledge. (The laws and rules may be viewed at www.ncbarch.org.)

SIGNATURE OF ARCHITECT

Date

PRINTED NAME

RETURN COMPLETED RENEWAL FORM TO:

The North Carolina Board of Architecture

127 W. Hargett Street Suite 304

Raleigh, NC 27601

Phone: 919.733.9544

<http://www.ncbarch.org>