

**Arkansas State Board of Licensure  
For Prof. Engineers & Prof. Surveyors**

PO Box 3750  
Little Rock, AR 72203-3750  
Telephone: 501-682-2824 Fax: 501-682-2827  
www.arkansas.gov/pels

**01/01/2019-12/31/2020 Renewal Notice for  
Engineer Intern – License Ends with Even Number**

Name: \_\_\_\_\_ EI #: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip+4: \_\_\_\_\_ – \_\_\_\_\_

**Board Use** Date Rec'd: \_\_\_\_\_

Receiver Initials: \_\_\_\_\_

Applicant Type: **Licensee**  Other Payment received

Type Payment:  Cashier's Check  Company Check  
 MO (Money Order)  Personal Check  Temp Check

Payment Identifier (number): \_\_\_\_\_

Total Payment: **\$10 \$15 \$20**

Receipt Type(s):	Renewal Fee –Engineer Intern	\$10.00
	Renewal Fee –Engineer Intern – Late (1-60 days)	\$ 5.00
	Renewal Fee –Engineer Intern – Late – Late (61+ days)	\$10.00

- Same as above (includes Zip+4 obtained at [www.usps.com](http://www.usps.com))  
 Change Address to (check one): Home:  Other:  School:  Work:   
If Other or School enter Name: \_\_\_\_\_  
If Work, enter Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Ste.: \_\_\_\_\_ Bldg/Floor (if applicable): \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip+4: \_\_\_\_\_ – \_\_\_\_\_  
E-Mail: \_\_\_\_\_  
Primary Phone: (\_\_\_\_) \_\_\_\_\_ – \_\_\_\_\_ Ext: \_\_\_\_\_  
Secondary: (\_\_\_\_) \_\_\_\_\_ – \_\_\_\_\_ Ext: \_\_\_\_\_  
Fax: (\_\_\_\_) \_\_\_\_\_ – \_\_\_\_\_

**YOUR LICENSE WILL EXPIRE DECEMBER 31, 2018**

**Engineer Intern Renewal Fee:**

\$10.00 – If postmarked prior to Dec 31

To avoid a lapsed license, this completed form and payment (payable to PELS Fund) **MUST BE POSTMARKED NO LATER THAN DECEMBER 31.** Please write your license number on your payment.

**IF NOT RENEWED, YOUR LICENSE WILL LAPSE AND RENEWAL FEES WILL INCREASE AS FOLLOWS:**

\$15.00 – January 1 to February 28, 2019

\$20.00 – March 1, 2019 to December 31, 2020

***NOTICE*** renew online and your renewal is processed within 24 hours compared to the 1-2 weeks that a paper copy requires.

***NOTICE! You may renew on-line with a credit card by going to [www.pels.arkansas.gov](http://www.pels.arkansas.gov)  
NO TRANSACTION FEE REQUIRED FOR RENEWALS PROCESSED ONLINE!***

Select one of the following options:

- I request my license be renewed and my fee(s) are enclosed.**
- I request my license be placed in a Non-Renewed Status.** This form is being returned without fees and removes my name from future mailings.

Printed Name \_\_\_\_\_

Signature \_\_\_\_\_ EI # \_\_\_\_\_ Date \_\_\_\_\_