

**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](http://www.arkansas.gov/pels)**

**10/1/2020 – 09/30/2022 Renewal Notice for  
DUAL Licensee - ENGINEER License Ends with Even Number**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip+4: \_\_\_\_\_ - \_\_\_\_\_

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: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

**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: **\$140 \$210 \$280**  
Receipt Type(s):  
Renewal Fee – Professional Engineer \$80.00  
Renewal Fee – Professional Engineer – Late (1-60 days) \$40.00  
Renewal Fee – Professional Engineer – Late (61+ days) \$80.00  
Renewal Fee – Professional Surveyor \$60.00  
Renewal Fee – Professional Surveyor – Late (1-60 days) \$30.00  
Renewal Fee – Professional Surveyor – Late (61+ days) \$60.00

**YOUR LICENSES WILL EXPIRE SEPTEMBER 30, 2020**

**Dual Renewal Fee:**  
\$140.00 - if postmarked prior to September 30  
(\$80.00 for PE + \$60.00 for PS)

To avoid lapsed licenses, this completed form and payment (payable to PELS Fund) **MUST BE POSTMARKED NO LATER THAN SEPTEMBER 30. Write your license numbers on your payment.**

**IF NOT RENEWED, YOUR LICENSES WILL LAPSE AND RENEWAL FEES WILL INCREASE AS FOLLOWS:**  
\$210.00 – Oct. 1 to Nov. 30, 2020  
\$280.00 – Dec. 1, 2020 to Sept. 30, 2022

**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)**

**Please answer the following** and provide copies of orders, pleadings, and/or correspondence as supporting documentation for any affirmative answer:

- Are there any complaints or enforcement actions pending against you by another licensing board? YES: \_\_\_\_\_ NO: \_\_\_\_\_
- Have you ever been disciplined by another Board(s) which resulted in enforcement actions? YES: \_\_\_\_\_ NO: \_\_\_\_\_
- Have you ever been convicted of a felony or misdemeanor crime (other than traffic violations)? YES: \_\_\_\_\_ NO: \_\_\_\_\_

**Part I – Select one of the following options:**

- I request my licenses be renewed and I earned (PDH) between Oct. 1, 2018 – Sept. 30, 2020 (see Parts II and III on reverse).**  
A total of 40 are required per renewal period (combination of new/carryover hours).
- I request my licenses be renewed and claim an exemption(s) from the PDH requirement(s) for my:**
- PE LICENSE (select one):**
- New licensee since Aug. 1, 2018. OPTIONAL between Aug. 1, 2018 – Sept. 30, 2020 I earned \_\_\_\_\_ (round to 0.5) PDH.
  - Requesting an Inactive Status.
  - Out of the United States or on temporary active duty in the Armed Forces of the United States for a period of time exceeding 120 consecutive days in a year (10/1/2018 – 09/30/2020).
  - Requesting, or continuing in, an Exempt Status (I was born before Oct. 1, 1955 **AND** licensed as a PE before Oct. 1, 1995).
  - Comity/Out-of-Jurisdiction Licensee – I am licensed in a state where I've met their mandatory CPC requirement of at least 15 PDH per year: State \_\_\_\_\_ PE # \_\_\_\_\_.
- PS LICENSE (select one):**
- New licensee since Aug. 1, 2018. OPTIONAL between Aug. 1, 2018 – Sept. 30, 2020 I earned \_\_\_\_\_ (round to 0.5) PDH.
  - Requesting an Inactive Status.
  - Out of the United States or on temporary active duty in the Armed Forces of the United States for a period of time exceeding 120 consecutive days in a year (10/1/2018 – 09/30/2020).
  - Requesting, or continuing in, an Exempt Status (I was born before Oct. 1, 1960 **OR** licensed as a PS before Oct. 1, 2000).
  - Comity/Out-of-Jurisdiction Licensee – I am licensed in a state where I have met their mandatory CPC requirement of at least 15 PDH per year: State \_\_\_\_\_ PS # \_\_\_\_\_.
- I request the following license(s) be placed in a Non-Renewed Status.** PE:  PS:  This form is being returned without fees for the selected license(s) and if both are selected, remove my name from future mailings.

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

Date \_\_\_\_\_

Signature \_\_\_\_\_

PE No. \_\_\_\_\_ PS No. \_\_\_\_\_

