

**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**

**07/01/2023-06/30/2025 Renewal Notice for
Professional Surveyor – License Ends with Odd Number**

YOUR LICENSE WILL EXPIRE JUNE 30, 2023

Professional Surveyor. Renewal Fee:
\$60.00 – if postmarked prior to June 30

To avoid a lapsed license, this completed form and payment (payable to PELS Fund) MUST BE POSTMARKED NO LATER THAN JUNE 30. Write your license number on your payment.

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

\$90.00 – July 1 to Aug. 31, 2023

\$120 – September 1 to June 30, 2025

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

Name: _____ PS#: _____
Address: _____
City: _____ State: _____ Zip+4: _____ – _____

☐ Same as above ☐ 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: (____) _____ – _____

NOTICE! You may renew on-line with a credit card by going to www.pels.arkansas.gov

Answer the following 3 questions – provide copies of orders, pleadings, and/or correspondence as supporting documentation for any affirmative answer:

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

Enter your PDH Carryover as shown in the Online Roster: _____. *A Professional Surveyor is required to have at least two PDH of AR Standards of Practice No. 1 for Property Boundary Surveys and Plats for each renewal period. For additional renewal requirements including PDH credit conversion, record maintenance, and exemptions, visit Article 19 of the Board's Rules on our website.*

Select one of the following 3 options:

- ☐ I request my license be renewed – I earned _____ (round to 0.5) PDH between July 1, 2021 and June 30 2023 which includes 2 PDH in AR Standards of Practice No. 1 for Property Boundary Surveys and Plats.
- ☐ I request my license be renewed and claim an exemption from the **PDH** requirement based upon (select one):
- ☐ New Licensee since May 1, 2021.
OPTIONAL Between May 1, 2021 and June 30, 2023 I earned _____ PDH (round to 0.5).
 - ☐ Requesting Inactive Status.
 - ☐ Active duty in the US Armed Forces between July 1, 2021 & June 30, 2023.
 - ☐ Requesting Exempt Status (*I was born before July 1, 1963 **AND** licensed as a PS before July 1, 2003*).
- ☐ I request my license be placed in a **Non-Renewed Status**. This form is being returned without fees and remove my name from future mailings.

CERTIFICATION – I acknowledge that any person who gives false evidence in the attempt to obtain licensure shall be subject to disciplinary action by the Board.

Printed Name: _____ Date: ____/____/____

Signature: _____ PS # _____

BOARD USE ONLY: Receiver Initials: _____
Date Received: _____

Applicant Type: Licensee ☐ Other Payment received
Type Payment: ☐ Cashier's Check ☐ Company Check
☐ Money Order ☐ Personal Check ☐ Temp Check

Payment Identifier: _____

Total Payment: \$60 \$90 \$120

Receipt Type(s): 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