

MONTANA BOARD OF VETERINARY MEDICINE  
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Helena, MT 59620-0512  
Licensing Phone: 406-444-5711  
Email: [UnitB@mt.gov](mailto:UnitB@mt.gov) Website: [www.vet.mt.gov](http://www.vet.mt.gov)

## CERTIFIED EUTHANASIA AGENCY LICENSE APPLICATION

### LICENSE REQUIREMENTS

- Applicants must meet the requirements in [ARM 24.225.920](#).
- Applicants must pass an inspection by a board-authorized inspector (see [ARM 24.225.921](#) and example of inspection form used by inspector for more information on inspection details).

### APPLY FOR LICENSURE

***The following must accompany an application for licensure:***

- \$350 application fee (\$150 application fee, \$200 inspection fee);
- copy of completed Drug Enforcement Administration (DEA) Form 224 application. Visit the DEA website at <https://www.deadiversion.usdoj.gov/> for more information on this form and requirement. The number assigned to this applicant by the DEA must be reported to the board by this applicant when it is issued;
- list of all certified euthanasia technicians (CET) and/or veterinarians employed by this applicant; and
- completed power of attorney form as required by the DEA (see form included with this application).

***The applicant must pass:***

- inspection by board authorized inspector (see example of inspection criteria included with this application).

### APPLICATION PROCEDURES

- Illegible and incomplete applications will be returned.
- When the application file is complete, it will be processed. The applicant will be notified if additional information is required or if the application will go to a board meeting as non-routine. Non-routine applications must be submitted and complete 15 days prior to a board meeting.
- All verifications of licensure must be sent directly from each state board in which the applicant is currently or has ever been licensed.
- Keep the board office informed of any address changes, changes in license status and complaints or proposed disciplinary action. This is essential for timely processing of applications and subsequent licensure.
- Once a routine application is complete, the application takes up to two weeks to process.
- The applicant will be notified of any deficient or missing items from the application file.

For information with regard to the processing of this application or other concerns please contact board licensing staff at 406-444-5711 or email [UnitB@mt.gov](mailto:UnitB@mt.gov).

Be aware of the Montana laws and rules under the Board of Veterinary Medicine which can be found at [www.vet.mt.gov](http://www.vet.mt.gov).