



BIENNIAL ACTIVE RENEWAL APPLICATION

Engineer-Surveyor

Renewal Fee: \$75.00

Renewal Fee after June 30: \$150.00

Licenses only renew on even-numbered years. You may renew online at <https://ebiz.mt.gov.pol> or complete this form and submit it the Board of PELS.

License #: _____

Full Name: _____
Last
First
Middle

Mailing Address: _____ New Address? Yes No

City, State, and ZIP Code: _____ Contact email address: _____

To renew your license for two years:

1. Mark that you attest to or are exempt from the requirement for continuing education.
2. Answer this disciplinary question: Have any legal or disciplinary actions been instituted against the business entity since your last renewal? Yes No
If so, attach copies of the document(s) that initiated each action and all final orders to comply with 37-1-105 MCA.
3. Return the signed renewal application to the Board office postmarked by June 30th. Renewals postmarked after June 30th will be assessed the full cost of renewal and a late penalty fee, totaling \$150. Incomplete forms not returned prior to the renewal deadline are considered late and are subject to corresponding fees.

Continuing Education:

You are required to complete 30 Professional Development Hours (PDH) units every two years to remain in active status. 15 PDH units may be carried forward to a subsequent renewal period. The Board conducts random audits; if selected, you will be notified in writing. It is your sole responsibility to maintain records of your continuing education.

Continuing Education Exemptions: I qualify for an exemption based on the following (select one):

This is my first renewal period and I am a new MT licensee. My initial license date is _____.

I am on temporary active-duty status in the armed forces of the United State for more than 120 consecutive days.

I have a disability, illness, or other extenuating circumstance. Supporting documentation must be provided and approved by the Board.

Inactive Status: I would like to update my license to Inactive Status. I understand that to reactivate my license, I will need to prove I meet the requirements of [ARM 24.183.2102](#).

Signature: _____ Date: _____