



Board of Professional Engineers & Professional Land Surveyors

RENEWAL APPLICATION

Certificate of Authorization

Annual Renewal Fee: \$25

Renewal Fee After October 1: \$50

Certificate holders may renew their license online at <https://ebiz.mt.gov/pol> or complete this form and submit it to the Board of PELS.

Firm or Business Name: _____

Business Contact Name: _____ Contact Email Address: _____

Mailing Address: _____

City, State, and ZIP Code: _____ Firm/Business License Number: _____

The business entity provides professional engineering services.

The business entity provides professional land surveying services.

The business entity provides both professional engineering and land surveying services.

To renew the Certificate of Authorization for one year:

1. 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.
2. Return the signed renewal application to the Board office postmarked by October 1st. Renewals postmarked after October 1st will be assessed the full cost of renewal and a late penalty fee, totaling \$50.
Incomplete forms not returned prior to the renewal deadline are considered late and are subject to corresponding fees.

The business entity is registered with the Montana Secretary of State and is in good standing:

Yes

No

3. List all licensees in responsible charge of the firm or business, including any branch offices. At least one licensee must be listed for each professional service the firm provides. All licensees must hold active licenses.

1) _____

5) _____

2) _____

6) _____

3) _____

7) _____

4) _____

8) _____

Signature: _____ Date: _____