LICENSURE RENEWAL FORM

Please return the following items in one packet to the address above:

1. Biennial Renewal Fee and this form (Post-marked on or before December 31, 2021)  
   Fee scheduled:  LADAC - $250   LAADAC - $200

If you would like to receive your new documents on or before January 1, 2022,  
Administrator must receive your packet prior to the Dec. meeting in 2021.

2. Continuing Education Documentation (Minimum of 40 hours completed during  
   the time frame of January 1, 2020 through December 31, 2021).  
   * See Continuing Education Documentation Form on website.

3. *See Contact Information Form on website.

Counselors licensed under Act 1588 of 1999 shall be required to submit biennially at the  
time of renewal, a license renewal fee to be established by the Board.  No license shall be  
renewed unless the renewal request is accompanied by evidence satisfactory to the  
Arkansas Board of Examiners of Alcoholism and Drug Abuse Counselors of completion  
during the previous twenty-four (24) months of relevant professional or continuing  
education experience.  Failure to pay the biennial renewal fee within the time stated shall  
avtomatically suspend the right of any licensee to practice while delinquent.

If all renewal materials and fees are not submitted by December 31, 2021, your license  
expires, effective December 31, 2021.  Unless your license is renewed by December 31, 2021,  
it will automatically be suspended until all delinquent materials are submitted and  
approved by the Board.  If your license is not reinstated within four (4) months, you must  
apply as a new applicant.  Any practice while your license is suspended is in violation of Act  
1588 of 1999.  Any license renewal after December 31, 2021 will be assessed a late renewal  
fee of $50 per month, or any part of a month, in addition to the biennial renewal fee.

As a Licensed Alcoholism and Drug Abuse Counselor I understand that I have the sole responsibility  
to ensure that all necessary fees and documents are received in timely fashion by the Board for  
renewal.

________________________________________  _________________________  
(Printed Name)            (Date)

________________________________________  
(Signature)