

**If the requested information below is incomplete and/or fee(s) mailed separately, your renewal WILL BE RETURNED.**



Louisiana Professional Engineering  
and Land Surveying Board  
9643 Brookline Avenue, Suite 121  
Baton Rouge, LA 70809  
Tax ID 72-6001723  
Phone: (225) 925-6291  
[www.lapels.com](http://www.lapels.com)

Office use only: Check # \_\_\_\_\_

Amount \$ \_\_\_\_\_

**CERTIFICATION RENEWAL INVOICE**  
**Engineer Interns and Surveyor Interns**

**Part II - Certificate & Contact Information:**

Invoice Date: August 1, 2017

Renewal Deadline: **September 30, 2017**

Biennial Period: **10/1/2017 – 9/30/2019**

Certification Type: \_\_\_\_\_ Certification #: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone 1: \_\_\_\_\_ Ext. \_\_\_\_\_

Phone 2: \_\_\_\_\_ Ext. \_\_\_\_\_

**Part I - Name & Mailing Address:**

Renewal invoice and payment **MUST** be postmarked by **September 30, 2017** to avoid a late fee

**Part III – Status Indicator:**

I wish to renew my certification status as:

**Part IV – Violations:**

1. \_\_\_\_\_ been (a) subject to disciplinary action by the licensing authority in another jurisdiction, or (b) convicted, or entered a plea of guilty or nolo contendere of any crime (other than traffic violations) since my last renewal.
2. If yes, list the jurisdiction(s) in which you were disciplined, or convicted or entered a plea of guilty or nolo contendere, and provide details. Include additional pages if necessary.

**Part V – Journal & Privacy Option:**

1. I would like to receive the *Louisiana Engineer & Surveyor Journal* via Email:
2. Do you want your email address(es) and telephone number(s), which you have provided to us, to be kept private and not made available to vendors requesting rosters for distribution of engineering/land surveying CPD information or to other third parties? **Yes, keep private** **No, share when requested**

**Part VI – Certification and Signature:**

I certify that all information provided on this renewal invoice is true and correct to the best of my knowledge, information and belief. I am aware that an omission or untrue response may constitute fraud, deceit, material misrepresentation, perjury or the giving of false or forged evidence under Louisiana Revised Statutes 37:698 and 37:700.

I have read the Rules for Professional Engineers and Land Surveyors (LAC Title 46, Part LXI), and I agree to conduct my professional affairs in accordance with these rules.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**LAPELS does not issue pocket cards or certificates after renewals, please visit our website and click on "[Licensee/Interns Search](#)" to review and print your current license/certificate information.**

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Make check or money order payable to LAPELS (*US funds only*)

License/Certification Type	*Status ( <i>Every</i> status requires a completed renewal invoice)	Renewal Fee <i>per license</i> (if received <i>on or before</i> deadline)	Renewal Fee <i>per license</i> (if received <i>after</i> deadline)
EI/LSI	<b>Active</b>	<b>\$60</b>	<b>\$60 (no late fee)</b>
EI/LSI	<b>*Expired</b>	<b>*No Fee</b>	<b>*No Fee</b>

**License Status Definitions:**

Your ability to provide and/or offer to provide professional services in Louisiana and the amount of biennial licensure renewal fees depends on the status of your license.

Status	Description
<b>Active</b>	Individual has complied with all the licensure and licensure renewal requirements (including CPD) of the Board and may offer and/or provide professional services in Louisiana.
<b>Inactive</b>	Individual has chosen not to offer and/or provide professional services in Louisiana and has indicated that fact on his/her licensure renewal. Individual can represent himself/herself to the public as a <i>P.E. Inactive</i> , or a <i>P.S. Inactive</i> , but cannot otherwise offer and/or provide professional services in Louisiana. CPD requirements do not apply.
<b>Retired</b>	Individual has chosen not to offer and/or provide professional services in Louisiana and has indicated that fact on his/her licensure renewal. Individual must be at least 70 years of age <i>or</i> have been a licensee of the Board for at least 35 years. Unless individual is granted a waiver by the Board, the renewal fee is one-half of the current renewal fee for the active status. Individual can represent himself/herself to the public as a <i>P.E. Retired</i> , or a <i>P.S. Retired</i> , but cannot otherwise offer and/or provide professional services in Louisiana. CPD requirements do not apply.
<b>*Retired Waiver Granted</b>  *status requires a completed renewal invoice <i>every</i> biennial renewal cycle in order to maintain this status	<p>Individual is qualified for the retired status and has been granted a waiver of the renewal fee by the Board. An individual qualified for the retired status may be granted a waiver of the renewal fee if <i>all</i> criteria below are met:</p> <ul style="list-style-type: none"> <li>• individual is at least 70 years of age;</li> <li>• individual has been a licensee of the Board for at least 35 years continuously;</li> <li>• individual has never been subject to disciplinary action in any jurisdiction;</li> <li>• individual has never committed any of the offenses described in La. R.S. 37:698(A)(3), (4) or (5); <i>and</i></li> <li>• individual is of good character and reputation.</li> </ul> <p>Individual can represent himself/herself to the public as a <i>P.E. Retired</i>, or a <i>P.S. Retired</i>, but cannot otherwise offer and/or provide professional services in Louisiana. CPD requirements do not apply.</p>
<b>*Expired</b>  *status requires a completed renewal invoice or letter to notify LAPELS of expiration	Individual has failed to properly renew licensure with the Board and may no longer offer and/or provide professional services in Louisiana. To reinstate his/her license, the individual must submit to the Board an <i>Application to Reinstate Expired Professional License</i> .