

January/February 2019

NCLCLB News

Your source for NC Licensed Landscape Contractor information.



FOCUS ON: Contracts

Happy New Year!

Now is a good time to review some business basics per the Landscape Contractor Licensing Laws. **Let's start at the beginning: contracts.** Contracts protect both you and your customers.

The Minimum Standards outlined in the licensing law say you must have a contract in place before starting any job.

21 NCAC 28B .0501 GENERAL

(a) Prior to commencing work, services performed by a licensed landscape contractor ("licensed contractor") that exceed five thousand dollars (\$5,000) in value shall be described in a written agreement.

This agreement may be authored by either party and shall contain:

1. The business name, license number, business address, and telephone number of the licensed contractor;
2. The name and address of client or customer;

3. The address or location of work to be performed, if different from the client or customer's address;
4. The date of the proposal;
5. The description of the work to be performed;
6. The total value in lump sum, unit price, or time and material price;
7. The estimated time of completion unless already identified in an original prime contract, if applicable;
8. The terms of payment;
9. The terms of warranty (if any);
10. The terms of maintenance, including the party responsible for maintenance;
11. The signatures of all parties by individuals legally authorized to act on behalf of the parties;
12. Affixation of a seal described in G.S. 89D-12(d) or a statement that the licensed contractor is licensed by the Board and the current address and phone number of the Board; and
13. The date of signing.

Remember, when you follow the rules, you follow the law, which means better business for you. You can download a PDF of all of the law's Minimum Standards - which cover everything from contracts to pruning to retention walls - here:

<https://nclclb.com/wp-content/uploads/2016/01/Subchapter-b-rules-MS-PRINT.pdf>

Additional Resources

NCLCLB has created three manuals which serve as study guides for license applicants, and comprehensive references for professionals working in the field every day.

1. NASCLA Landscape Contractors Guide to Business, Law and Project Management.

Go to this website to order:

<https://nascla.site-ym.com/store/ViewProduct.aspx?id=7547640>

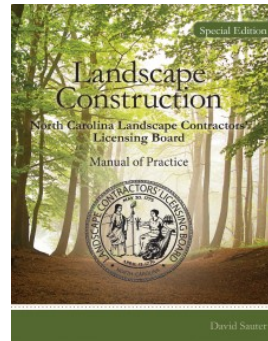
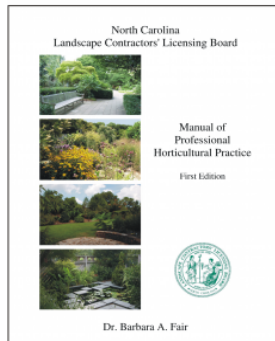
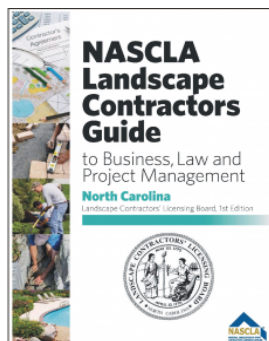
2. NCLCLB Manual of Professional Horticultural Practice:

Go to this website to order: <https://nclclb.wufoo.com/forms/p11z5xe812mll41/>

3. NCLCLB Landscape Construction Manual.

Go to this website to order:

<https://www.cengage.com/webapp/wcs/stores/servlet/en/micrositesus/1-2AS17ER?catalogId=10551&langId=-1&storeId=10151>



Did You Know?...

Did You Know?... You only have 7 more months to get your 7 continuing education (CE) credits! That may seem like a lot of time, but spring is just around the corner. Once your busy season starts, it will be hard for you to find time to attend classes.

Complete your continuing education now, during this slower season!

Landscape Contractor licensees need to complete seven (7) continuing education hours in a renewal year (August 1 - July 31):

- (3) CEs must be technical (landscape)
- (2) CEs must be business
- The (2) remaining credits can be technical or business.

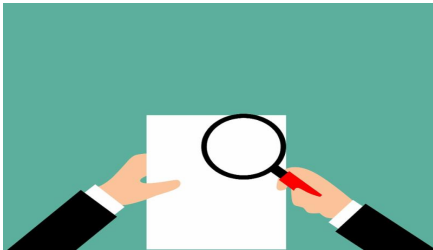
Benefits to completing credits early:

- Choose topics you're interested in, not just what is available to meet a deadline.
- Save money on travel and time away from the office.
- Find available courses in your area before they sell out.
- Have ample time to submit license renewals without stress.

Visit <https://nclclb.com/continuing-education/approved-courses-2018-2019/> for a list of classes. Use the easy-to-use list of approved courses by course#, provider, date, hours of credit, or location.

REMINDER: Take your individual NC Landscape Contractors' License Number to all CE classes for accurate reporting of your hours.

Maintaining Your License



Continuing Education - Auditing

The Board will soon begin auditing licensees for continuing education (CE) compliance.

Take this slower season to be sure your files are in order.

Go to <https://nclclb.com/wp-content/uploads/2017/03/Subchapter-b-rules-PRINT.pdf> for a full description of the audit requirements and process per the law: 21 NCAC 28B .0403

Reminder: Always take your individual NC Landscape Contractors' License Number to all CE for accurate reporting of your hours.



NCLCLB Booth at Green & Growin' 2019

Have questions or need help?

Come see us at Green & Growin' 2019, January 17 and 18. We'll be in booth 1934.

You can even get (1) CE credit for walking the trade show floor.

Visit <http://greenandgrowin.com/> for more information about Green & Growin' 2019.



Reinstatement

If you, or a colleague, were a Licensed Landscape Contractor in 2017-2018, but missed the August 1 renewal deadline and/or did not receive enough continuing education credits, you can still be reinstated.

To reinstate your license, you will need to:

- Submit documentation of continuing education credits;
- Pay the \$100 reinstatement fee;
- Pay the \$60 license fee; and
- Pay the \$25 late renewal fee.

How much will it cost your business if you don't have a landscape contractor license? Consider this...

Your landscape contractor license is a tool to keep you above or on an even playing field with your competition, assures you can bid on government bids, protects your customers, and is a great marketing tool to get future clients. Additionally, the required continuing education helps you stay up to date on current techniques, technologies, and research.

Failure to reinstate your license by August 1, 2019 shall result in the forfeiture of your license. Upon forfeiture, you shall be required to submit a new application and retake the examination. Which will cost considerably more in time and money than to reinstate now.

If you let your license lapse... get reinstated today!

Visit this page on our website for more information about reinstatement:
<https://nclclb.com/individual-license-reinstatement/>

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