

**From:** NC Landscape Contractors' Licensing Board <licensing@nclclb.com>  
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March / April 2021

## NCLCLB Enewsletter

Your source for North Carolina Landscape Contractor information.



### Did You Know?

If your business performs landscape contracting or landscape construction under a business name other than your personal name you are required by law to have a corporate license.

Engaging in the practice of landscape construction or contracting under your business name, while not licensed as a landscape contracting business, could put you in violation of the law.

The corporate license requirement applies to corporations, partnerships, limited liability corporations (LLCs), and businesses with an assumed or designated trade name (§GS 89D-17) unless you have (1) registered with your county Register of Deeds as a DBA (Doing Business As) and (2) notified the NCLCLB office that you are doing business under a different name than

how you are licensed. The purpose of this is so that the public can correctly identify a licensed landscape contractor or landscape contracting business. In addition, if your [landscape surety compliance bond](#) names your business as principal, your bond is invalid without the corporate license.

If you do not have a current corporate license you can reinstate it by clicking here: <https://nclclb.com/licensing-2/license-renewal/corporate-license-renewal/>

Still not sure if you need a corporate license? Consider how you advertise.

For example; if you advertise as “*John Smith Landscaping*” then you might just need an individual landscape contractors’ license.

However, if you advertise under a name different than your personal name as “*Evergreen Pros*” then you need a corporate license.

The purpose of this requirement is so the public can correctly identify a licensed landscape contractor or landscape contracting business.

## Focus On: Upgrades and Renewals

### Thank You

Thank you for leading the industry as a licensed landscape contractor. By operating your business with a license you agree to do quality work under the law's [Minimum Standards](#) - which protects consumers and protects your business. We all see the results of your effort and commitment. Consumers are requesting work by licensed landscapers, licensees are ordering more manuals and seeking diverse education, and we continue to help support licensees in court.

The following updates reflect what the Board is doing to grow and better serve you:

### Licensee Portal

The new portal for licensed landscape contractors is in full development! We are on track to reach our goal to have it ready for launch on August 1, 2021 - the new license year.

The portal will allow licensed landscape contractors to easily keep track of their continuing education credits 24/7/365, and even allow CE providers to upload credits while licensees are taking their class(es), for immediate verification. There will be many other useful features for licensees, such as:

- access via cell phone, tablet, or personal computer
- real-time updates
- renewal status tracking
- license history
- updating personal information
- other helpful components.

The new portal will be an extremely useful new feature and the Board is confident it will provide a real value to licensed landscape contractors.

### Education

In response to the dangers and limitations of the COVID-19 pandemic, the Board set an emergency rule on April 7, 2020 to give licensed landscape contractors an extra year to earn the required seven hours of continuing education. Meaning you only need to earn seven credits

anytime between August 1, 2019 and July 31, 2021 to maintain your license. This has allowed licensees to save money and stay safe.

If you already obtained your seven credits during the 2019-2020 licensing year, you do not need to get extra credits. If you still need hours, visit <http://nclclb.com/continuing-education/approved-courses-2020-2021/> for all 2020-2021 approved landscape contractor education.

Use the easy-to-use list of approved courses by course#, provider, date, hours of credit, or location. **Remember, you must personally attend** the approved webinar/course/activity to obtain credit. Filing false information is a violation of North Carolina law N.C.G.S.89D and can jeopardize your license.

### Rule Update

To keep your business growing you buy new equipment, increase rates, and hire more help. This is exactly what the Board is doing to grow and better serve you. The [license fee increase](#) from \$60 to \$100 will provide you with more tools and support. This is the first fee increase in the seven years since the license was created in 2014. The Board is hopeful that this modest change comes at the best time since landscape contractors have been able to save on continuing education costs this past year while demand for landscape services across the state have increased. All fees go directly into services for licensees: audits, lawyers, administrative support, the new portal, and consumer complaint resolutions.

Currently, amendments to Administrative Rules 21 NCAC 28B .0103; .0204; .0402; .0403; .0503; and .0508 are open for comment until April 30th and can be found on the Board website.

## Maintaining Your License



### CE Audits

The Board is auditing licensees for continuing education (CE) compliance.

Audits are conducted randomly.

To ensure your license is in compliance, make sure you maintain CE attendance records for two years following the processing date of the renewal application to which the CEUs were applied.

Licensees selected for audit shall submit all requested information to the Board within 21 calendar days after the date



### Reinstatement

Sixty four (64) previous licensees reinstated their expired licenses since August after finding out how important the landscape contractors license is to their business.

If you, or someone you know, were a Licensed Landscape Contractor in 2019-2020, but missed the August 1 renewal deadline, you can still be reinstated.

And you may reinstate without providing CE information.

the licensee was notified by the Board of the audit.

Failure to maintain compliance with the Board's continuing education requirements shall result in the licensee's status being changed to inactive.

[CLICK HERE](#) for a full description of the audit requirements and process per the law: 21 NCAC 28B .0403

To reinstate your license, you will need to:

- Pay the \$100 reinstatement fee;
- Pay the \$60 license fee; and
- Pay the \$25 late renewal fee.

By law, failure to reinstate your license by August 1, 2021 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!

[CLICK HERE for more information and reinstatement forms.](#)



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