

# NCLCLB Enewsletter

Your source for North Carolina Landscape Contractor information.



## Focus On: License Renewal

The Landscape Contractors' License renewal period is now open.

Renewal is super simple on the NCLCLB Web Portal where you can view your reported continuing education (CE) credits and licensure status, and if the requirements are recorded as met, you can renew easily and instantly.

To access the portal go to: <https://nclclb.com/licensing-2/license-renewal/individual-license-renewal-2/>. Then click on "Renew Here". Your username and password were emailed to your email address on record, on May 3, 2022.

**Important: If you also have a corporate license, your corporate license login id and password will be different and were sent in a separate email.**

From the NCLCLB Web Portal, you can:

- Renew your license on-line, easily and instantly
- View your continuing education hours reported by course providers
- Check your licensure and renewal status
- Update your contact information such as address, email, website and phone number
- Change your password

The deadline to complete CE is **07/31/2022**, and the deadline to submit or postmark renewals is **8/1/2022**. Reinstatement and late fees apply after the deadlines.

If you need to communicate with staff regarding your renewal, please email us

## Complaint: Case in Point - Again???

Actual cases that have come before the NC Landscape Contractors' Licensing Board.

Complaint that a licensed landscape contractor was not complying with the Board's Minimum Standards, specifically:

### 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.

(continued...see [Rules](#) on Board website)

**Not having this information on quotes, agreements, and other official documents as required under the Board's [Minimum Standards](#) is a violation and is subject to disciplinary action by the NC Landscape Contractors' Licensing Board.**

...And speaking of cases, many of the investigations the Board undertakes relate to unlicensed practice. Many have to be dismissed for lack of evidence or simply are outside the Board's jurisdiction..

*Due to the limitations set forth in the landscape contractors' licensing law ([N.C.G.S. 89D](#)), the Board may have little or no jurisdiction in many complaints filed (examples: Individual is exempt under the law; project is less than \$30,000; no documentation or accurate information) to be licensed.*

Examples include:

- Anonymous complaints
- Homeowners who hire an unlicensed landscaper, but the project is under the \$30,000 requirement for licensure
- Licensed Landscape Contractor reporting unlicensed practice but does not give any details such as the business name, property address or other information or evidence to help establish a possible violation.
  - It is more difficult for the Board to establish a case of unlicensed practice without any evidence beforehand, such as a Request for Proposal (RFP), quotes or any other documentation. Quite often the property owner, property manager or landscaper are not forthcoming with the documentation that ultimately establishes a violation of unlicensed practice, and the Board cannot compel them to supply incriminating evidence. (*The United States Supreme Court issued a ruling that applies to all Occupational Licensing Boards in actions concerning unlicensed practice*)

Finally, the NC Landscape Contractors' Licensing Board is comprised of a majority of Licensed Landscape Contractors themselves, who are dedicated to upholding the integrity of the profession. While the Board is often presented with situations where they would like to render different outcomes, they simply do not have the authority to do so, either by limitations of the current law passed by the NC General Assembly or the ruling by the U.S. Supreme Court.

## Maintaining Your License



### Education Still Available for 2021-2022 Licensing Year

Landscape Contractor Licensees must complete seven (7) continuing education (CE) hours from August 1, 2021 - July 31, 2022.:

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

**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.**

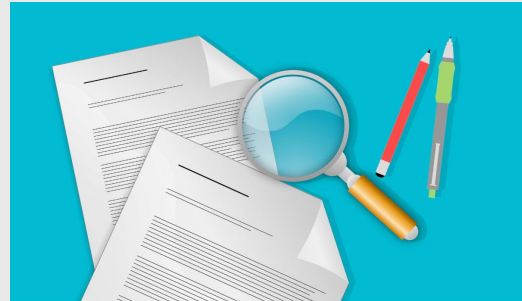
You can search the easy-to-use list of approved courses by course#, sponsor, date, hours of credit, or location.

[CLICK HERE to Search for Approved Education Classes](#)



### NCLCLB Portal

Our portal allows Licensed Landscape



### CE Audits

The Board is auditing licensees for continuing education (CE) compliance. License 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 CEs were applied.

Licensees selected for an audit shall submit all requested information to the Board within 21 calendar days after the date the licensee is notified.

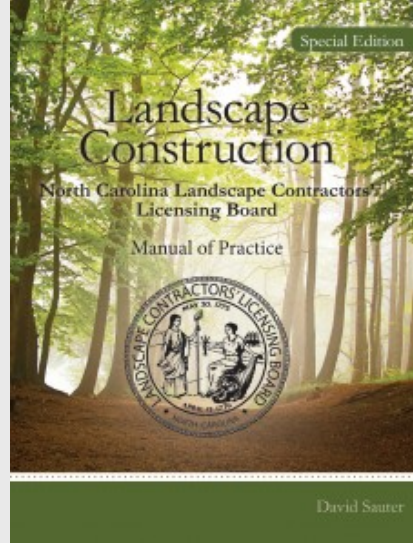
Failure to maintain compliance with the Board's CE requirements shall result in the licensee's status being changed to inactive per 21 NCAC 28B .0403.

[CLICK HERE for Audit Requirements and Processes](#)

Contractors to easily keep track of their continuing education credits, renewal status, license history, and personal information 24/7/365.

Contact the NCLCLB office if you need assistance with your login ID and password.

[LOG IN to the NCLCLB Portal](#)



### Reference Manual

This is a great reference manual to have on your shelf to refer to on landscape procedures you may need to brush up on. It is used as a study manual for the NC Landscape Contractor Licensing Exam and is a great resource

[CLICK HERE for Reference & Study Manuals](#)



[CONTACT NCLCLB](#)