



**State of Arizona
Board of Technical Registration**

1110 W. Washington, Suite 240 Phoenix, Arizona 85007
(602) 364-4930 FAX: (602) 364-4931 www.azbtr.gov

Professional Renewal Form

All areas of this form must be completed or renewal will be returned and may result in penalty fees being added.

Please complete the following:

BUSINESS/EMPLOYER:

Name: _____
 Email: _____
 Address: _____
 City, State, Zip: _____
 Phone: _____
 Birth Date: _____

HOME:

Name: _____
 Email: _____
 Address: _____
 City, State, Zip: _____
 Phone: _____
 Soc. Sec.# : _____

(Birth Date and Social Security # are optional if provided to the Board with prior renewal)

Please Return This Renewal Form With Your Payment For:

Registration No: _____
 Category: _____
 Current Expiration Date: _____

Renewal Fee : _____
 Penalty : _____
 Total Submitted : _____

Any renewal fee received after the expiration date shown will be subject to a penalty fee. The penalty fee is \$32.50 during the first 12 months of delinquency.

Exemption from payment of Renewal Fee:

Check one: Please place my license in **Inactive** status Please place my license in **Retired** status

I understand that:

- **I cannot perform or practice** services in the State of Arizona **while in this status**;
- I will not have to pay renewal fees while in this status;
- I may request return to *Active* status at any time by filling out a short form application and payment of a three year renewal fee as long as I continue to practice in the profession, either in another jurisdiction or in in an exempt position;
- I understand that the Board may require re-examination after 5 years of non-practice (A.R.S. 32-127(H));
- **I understand that if I am in *Expired* status, I cannot place my license in *Inactive* or *Retired* status.**

Questions to be completed by all registrants:

Have you been convicted of a felony or misdemeanor other than a minor traffic violation since your last renewal? If you answer yes, you must attach the official court documents. YES NO

NOTE: *Alcohol and drug-related offenses that occur when driving or riding in an automobile (i.e., DUI, DWI, OWI, etc) are NOT considered minor traffic violations.*

Has any regulatory agency determined that you violated any of their statutes or rules pertaining to practice of your profession? YES NO

Have you been disciplined by any regulatory agency since your last renewal? YES NO

Do you have any pending investigation by any regulatory agency at this time? YES NO

For any questions answered yes, please provide written explanation and attach relevant documentation.

Making a false unsworn statement is a misdemeanor punishable by fine or imprisonment. A.R.S. 13-2704.

Signature: _____ Date: _____

Internal Use only:

Receipt Number: _____ Amount Paid: _____

Criminal History Check Completed	
No Further Action Required	<input type="checkbox"/>
Further Information Required	<input type="checkbox"/>
Initials: _____	
Date: _____	



State of Arizona BOARD OF TECHNICAL REGISTRATION

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ATTENTION

Effective July 20, 2011, the Arizona State Legislature modified A.R.S. § 41-1080, (Licensing and fingerprint clearance card eligibility; authorized presence; documentation; applicability; definitions) to require applicants for state licensure and licensure renewal to submit photographic identification with their applications to all state licensing boards and commissions. (See: H.B. 2102.)

This law does not apply to applicants who are citizens of foreign countries and do not need to reside in Arizona to use a state license. The law also does not apply to applicants who reside in other states or jurisdictions and hold a similar professional license in that state or jurisdiction and are not planning to reside in Arizona.

The Arizona State Board of Technical Registration understands that you may have already submitted documentation with your application for registration to the Board, verifying your lawful presence in the United States. However, unless you are exempt from the requirements of A.R.S. § 41-1080 as listed above, or you have already submitted a photograph in support of an application filed after March 2008, we request that you send us the required photograph to complete your registration/renewal process.

Please submit to the Board a “government issued document that contains (your) photograph,” as soon as possible, so as not to delay the issuance or renewal of your registration.

The government issued documents you may submit include a copy of the following:

- An Arizona driver’s license issued after 1996, or an Arizona nonoperating identification license.
- A driver’s license issued by a state that verifies lawful presence in the United States. Excludes the following states: WA, IL, UT, NM
- A United States passport.
- A foreign passport with a United States visa.
- An I-94 form with a photograph.
- A United States citizenship and immigrations services employment authorization document or refugee travel document.
- A United States certificate of naturalization.
- A United States certificate of citizenship.

Please contact the Board if you have any questions or concerns. Thank you for your consideration.