

LIMITED SERVICE VETERINARIAN PRACTICE (VL-2603)

There will be a \$5 unlicensed activity fee waiver implemented this renewal period

Every day we work to improve the way we do business in order to serve you better. **A copy of your license will be sent to the email address associated with your online account once you renew your license.** This process significantly reduces the amount of time it would have otherwise taken for you to receive your license in the mail. The Department will no longer print and mail initial, renewed or duplicate licenses.

If you wish to print your license at any time in the future you may do so using your secure online account with the Department. Please log into www.MyFloridaLicense.com to access your account and follow the step by step instructions on how to **print your license**. Additionally after you have created an online account and linked your license you may view a copy of your professional license on your mobile device using the DBPR mobile application. You may download the DBPR mobile application from the Apple App Store or Google Play. Once you have installed the application select "My License" and enter the same login and password information that you used to create your online account to view a copy of your professional license.

License renewal information:

To renew your Limited Service Veterinarian Practice license, submit your renewal request online with the fee of \$250. If submitted after June 1, 2020, your license will move to null and void status and you will have to reapply.

If you wish to mail your renewal notice, please complete the blank renewal form found on the professional website and submit it along with your renewal fee payment to:

Department of Business and Professional Regulation
2601 Blair Stone Road
Tallahassee, Florida 32399

If mailing, please allow additional time for processing of your renewal request.

Limited Service Veterinary Medical Practice Permits (Clinics)

The clinics that are registered under your Limited Service Veterinary Medical Practice Permit will expire on June 1, 2020. You may now log into your online account at www.MyFloridaLicense.com to update your clinic locations.

Clinics currently scheduled through May 31, 2020 will remain active scheduled date/locations.

- If you wish to continue offering these clinics you must re-register each clinic location and pay a \$25 per location fee. As locations are added the fee will be calculated automatically and you will be instructed how to pay by credit card.
- Once approved, the registration will be valid until May 31, 2021. There is also the

option to download a paper registration form and submit a check payable to the Department of Business and Professional Regulation.

This is the only notification you will receive to update your clinic schedule!

Important Information

- There are revisions to Chapters 61G18-15.007, 61G18-15.0071, and 61G18-15.0072, Florida Administrative Code, concerning your Limited Service Veterinary Medical Practice license and clinic location registrations. The full text of these rules can be found at www.flrules.org. Please review these rules and comply as instructed.
- State law requires you to maintain a current mailing address (address of record) with the Department of Business and Professional Regulation. All official correspondence from the Department will be sent to this address of record including important board information, service of process, etc. It is also recommended that you keep your telephone and e-mail address current with the Department. The Department will use the e-mail address for official communication with license holders. Update your personal information through one of the options referenced in this renewal package.
- Effective October 1, 2009, Section 455.227(1)(t), Florida Statutes, requires all professional licensees to self-report to the department, within 30 days of being convicted, or found guilty of, or having plead nolo contendere (no contest) or guilty to a crime in any jurisdiction. A licensee who fails to report this information may be subject to disciplinary action, including fines, suspension or license revocation. To report, complete the criminal self-reporting document and mail it to the department at the address provided on the form. To obtain a copy of the form, go to www.MyFloridaLicense.com.

Visit www.MyFloridaLicense.com to create an account or access an existing account. There you will find license and renewal information, fees and their breakouts, license relationships as well as the opportunity to update personal data, apply online for additional licenses, and renew your license. For commonly asked questions please use the "Ask Us" link at the top of the page and if you need additional assistance select the "Contact Us" link or call our Customer Contact Center at 850.487.1395.