

**TITLE 9
LEGISLATIVE RULE
WEST VIRGINIA STATE BOARD OF LANDSCAPE ARCHITECTS**

**SERIES 3
FEES**

§9-3-1. General.

- 1.1. Scope. -- This rule specifies fees to be charged by the Board.
- 1.2. Authority. -- W. Va. Code §§30-22-7(a)(6).
- 1.3. Filing Date. -- ~~April 11, 2007.~~
- 1.4. Effective Date. -- ~~April 16, 2007.~~
- 1.5. Sunset Provision. -- This rule shall terminate and have no further force or effect on August 1, 2031.

§9-3-2. Definitions.

- 2.1. Terms Defined by Statute -- Terms defined in W. Va. Code §30-22-4 have the same meanings when used in this rule unless the context or subject matter clearly requires a different interpretation.
- 2.2. "Board" means the West Virginia State Board of Landscape Architects.
- 2.3. "Registrant" means a current licensee or Certificate of Authorization (COA) holder.

§9-3-3. Requirements.

- 3.1. The fees listed in this rule are payable to the Board. Fees shall be paid by check or money order and are non-refundable. The Board may return any application received without the proper fee to the applicant.
- 3.2. Each year during the month of April, the Board shall notify each registrant of the amount of the renewal fee.
- 3.3. A registrant shall pay renewal fees before the thirtieth (30th) day of June of each year.
- 3.4. If a renewal application is postmarked after the thirtieth (30th) day of June, the registrant's license is considered expired, and the Board shall assess the registrant a late fee penalty as described in this rule.

§9-3-4. Fees.

General Fees

- ~~Reciprocal or New Application \$100.00~~
- ~~Temporary Permit \$100.00~~
- ~~Duplicate Renewal Card \$5.00~~

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Replacement Certificate ~~\$15.00~~
Current Roster ¹~~\$25.00~~
Insufficient Funds (returned check) ~~\$25.00~~
Copies of Public Records (per page) ~~\$0.25~~
Examinations—(See footnote 6.)

Certificate of Authorization (COA) Fees

Application for Sole Proprietor ²~~\$20.00~~
Application for Firm with two or more
Licensed Landscape Architects ³~~\$150.00~~
Duplicate/Replacement Certificate ~~\$15.00~~

Annual Renewal Fees

License Renewal—~~\$100.00~~
COA or License Renewal Late Fee ⁴~~\$50.00~~
Inactive Status ~~\$25.00~~
Retired Status ~~\$5.00~~
COA for Sole Proprietor ²~~\$15.00~~
COA for Firm with two or more
Licensed Landscape Architects ³~~\$150.00~~

Reinstatement Fees

Retired or Inactive Licensees—~~\$100.00~~
Expired License ⁵~~\$250.00~~
Expired COA for Sole Proprietor—~~\$60.00~~
Expired COA for Firm with two or more
Licensed Landscape Architects ³~~\$350.00~~

4.1. General Fees (Non-Refundable).

4.1.1. Reciprocal or New Application	\$100.00 (<u>\$200.00</u>)
4.1.2. Temporary Permit	\$100.00
4.1.3. Duplicate Renewal Card	\$5.00
4.1.4. Replacement Certificate	\$15.00
4.1.5. Current Roster	\$25.00
4.1.6. Insufficient Funds (returned check)	\$25.00
4.1.7. Copies of Public Records (per page)	\$0.25
4.1.8. Examinations	

4.2. Certificate of Authorization (COA) Fees.

4.2.1. Application for Sole Proprietor	\$20.00
4.2.2. Application for Firm with two or more Licensed Landscape Architects	\$150.00 (<u>\$200.00</u>)
4.2.3. Duplicate/Replacement Certificate	\$15.00

4.3. Annual Renewal Fees.

4.3.1. License Renewal	\$100.00 (<u>\$200.00</u>)
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4.3.2.	COA or License Renewal Late Fee	\$50.00
4.3.3.	Inactive Status	\$25.00
4.3.4.	Retired Status	\$5.00
4.3.5.	COA for Sole Proprietor	\$15.00
4.3.6.	COA for Firm with two or more Licensed Landscape Architects	\$150.00 (<u>\$200.00</u>)
4.4. Reinstatement Fees.		
4.4.1.	Retired or Inactive Licensees	\$100.00
4.4.2.	Expired License	\$250.00 (<u>\$350.00</u>)
4.4.3.	Expired COA for Sole Proprietor	\$60.00
4.4.4.	Expired COA for Firm with two or more Licensed Landscape Architects	\$350.00 (<u>\$450.00</u>)