

## **02 NCAC 61 .0109 LICENSE FEES AND APPLICATIONS**

(a) Applications for a license shall be on a form provided by the Division and shall contain the following information:

- (1) the name of the business;
- (2) the physical address for the plant or operation;
- (3) the name, title, mailing address, and telephone number and email address if available, for the contact person for the license;
- (4) the type of bedding units the business manufactures, sanitizes or renovates;
- (5) a physical sample of the tag, which the applicant shall use as required by G.S. 106-65.99 and 02 NCAC 61 .0110, and shall not include paper, photo, or electronic copies;
- (6) the current copy of the Uniform Registration Number certificate from the issuing state;
- (7) the signature of Chief Financial Officer.

(b) In addition to the information required in Paragraph (a) of this Rule, renewal applications shall also contain the following information:

- (1) the number of bedding units manufactured in North Carolina, but not sold in North Carolina;
- (2) the number of bedding units manufactured in North Carolina and sold in North Carolina;
- (3) the number of bedding units manufactured outside of North Carolina, or the United States, and sold in North Carolina;
- (4) Number of bedding units sanitized or renovated in North Carolina.

(c) The applicant shall submit a verification from the applicant's chief financial officer that he has examined the records of the applicant and that the information provided in accordance with G.S. 106-65.103 correctly reflects the information contained in the records of the applicant. However, based upon its review of an applicant's prior years' licensing submissions, or documentation from its compliance monitoring inspections if the Division has reason to believe that the information provided is incomplete, misleading or incorrect, the Division may require the applicant to obtain a certification of the required information by an independent Certified Public Accountant licensed to practice in North Carolina.

(d) License renewal fees, in accordance with G.S. 106-65.103, shall be paid in full on March 1 of each year. Applicants who have not operated for a full calendar year may owe additional fees or be due a refund for the first year's operation. Application forms for making the determination of fee payment owed or refunded shall be furnished by the Division and shall include the information contained in Paragraph (a) of this Rule. When the requirements of G.S. 106-65.103(a) can be met, the option described by G.S. 106-65.103(b) will no longer be available to the applicant.

(e) Applicants who have gone out of business in the initial year of their operation and who have paid the license fee in accordance with G.S. 106-65.103 may request a refund for the remainder of the calendar year upon providing the number of the bedding units sold or manufactured in North Carolina during the operating portion of the calendar year as verified in writing by the Chief Financial Officer.

*History Note: Authority G.S. 106-65.103; 106-65.107;  
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