

South Carolina State Board of Registration for Professional Engineers and Surveyors

Temporary Certificate of Authorization for Out-of-State Corporation, Partnership, or Similar Entity

Board policy

SEALS: While practicing under a temporary permit or a Temporary Certificate of Authorization in South Carolina, the holders shall affix to all plans and documents for use in South Carolina, the seals or stamps from a state in which he/she holds a current license with a notation "Practicing in the State of SC Under Temporary Permit No. " (in the case of individuals) and "Practicing in the State of SC Under Temporary Certificate of Authorization No." (in the case of firms).

PERMANENT LICENSURE: For projects extending beyond the twelve month permit period, an application for registration by comity (in the case of individuals) and an application for a Certificate of Authorization (in the case of firms) must be submitted in sufficient time to avoid a lapse in the privilege to practice in this State.

SECTION 40-22-260. TEMPORARY LICENSES AND CERTIFICATES OF AUTHORIZATION; BRANCH OFFICES

(A) Upon application to and approval by the board and payment of the fee provided in regulation, the board shall grant a temporary license for engineering work on one specified project in this State for a period not to exceed one year to an engineer who has recently become a resident of this State, or is a nonresident having no established place of business in this State, who meets the qualification requirements for licensure in this State and who holds a valid license to practice in another state. An engineer may not renew a temporary certificate at its expiration date and may not apply for temporary licensure in connection with more than one specific project in any three-year period.

(B)(1) Upon approval by the board and payment of the fee provided in regulation, the board shall grant a temporary certificate of authorization to a firm for work on one specified project in this State for a period not to exceed one year.

(2) This temporary certificate may be granted only to an out-of-state firm if at least one of the principal officers of the firm is licensed under this chapter or has obtained a temporary registration license as provided by this chapter.

(3) The approval of a temporary certificate of authorization constitutes appointment of the Secretary of State as an agent of the applicant for service of process in an action or proceeding against the applicant arising out of any transaction or operation connected with or incidental to the practice of engineering.

(C) Professional engineers and professional surveyors engaged in practice through firms may maintain branch offices in addition to a principal place of business. Each principal place of business as well as each branch office providing services in this State must have a resident professional engineer in responsible charge of engineering work or a resident professional surveyor in responsible charge of the field and office surveying work provided. A professional engineer must supervise the engineering activities of each branch office and a professional surveyor must supervise the surveying activities of each branch office. The resident professional engineer or resident professional surveyor is considered in residence in only one place of business at a given time.

(D) For purposes of this subsection, “engaged in practice” means holding oneself out generally to the public as qualified and available to perform engineering or surveying services.



Application for a Temporary Permit for Certificate of Authorization

\$150.00 non-refundable application fee made payable to “LLR-Engineering Board”

A temporary permit for a Certificate of Authorization (COA) is valid for one project and for one year from the date of issue. The temporary permit is intended to provide ample opportunity for firms and appropriate individuals to obtain full registration status prior to expiration of the permit. An out-of-state surveying firm may apply for a temporary COA if the firm has a regular employee who is a South Carolina licensed Surveyor. Surveyors are not eligible for temporary permits.

Section 1. Information on Organization.

Type of Organization: Business Organization Professional Corporation
 Partnership Non-Exempt Proprietorship
 Limited Liability Company Limited Liability Partnership

Section 2. General Information.

Business Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

Is this location a: Main Office Branch Office

*Tax ID Number: _____ E-Mail: _____

*Application cannot be processed without Tax ID Number.

Section 3. Services Furnished.

Professional Services to be furnished: Engineering and/or Surveying

Section 4. Identify Engineer or Surveyor in Charge.

Identify licensed South Carolina Professional Engineer or Surveyor with responsibility for the engineering and/or surveying practices for this project.

Name: _____

SC Registration Number: _____

PE Temporary PE LS

Section 5. Miscellaneous Information.

Has any state taken disciplinary action against your firm’s license? Yes No

Has your firm surrendered or allowed a professional or occupational registration/license to lapse in any jurisdiction due to any pending or threatened disciplinary action? Yes No

Has your firm been found by a court or registration board to have violated the engineering/ surveying registration laws or the professional/occupational laws of any jurisdiction? (If yes, provide dates and details including results of any appeals, if not previously provided to this board.) Yes No

Has your firm entered into any negotiated settlement with regard to professional or occupational registration laws? (If yes, provide dates and details including results of any appeals, if not previously provided to this board.) Yes No

**If your answer to any of the above questions is yes, please explain on a supplemental sheet. **

Section 6 Project Information.

Organization listed in Section 2 is: Prime Professional Consultant to Prime

If not Prime, identify Prime Professional firm or company:

Business Name: _____

Address: _____

Name of Project: _____

Project Location: _____

Brief description of project and scope of professional services to be provided by the Firm:

Duration of Services: From _____ To _____

Do You Agree To Notify This Board In writing following termination of your services?

Yes No

Section 7. Affidavit.

1) **Our company has neither offered/provided nor will we provide any engineering and/or surveying services in the State of South Carolina prior to obtaining South Carolina corporate registration.**

2) **We have offered/provided engineering services in South Carolina under Temporary Permit COA No. _____ beginning on _____ (date) and ending on _____ (date).**

3) **We have offered and/or provided professional engineering and/or surveying services in the State of South Carolina as herein listed (attach statement if necessary):**

We understand that our company is not licensed at this time to offer or perform engineering and/or surveying work in South Carolina, and until such time as we are authorized by South Carolina State Board of Registration for Professional Engineers and Surveyors, any work would be a criminal violation of the South Carolina Code of Laws.

The undersigned, deposes and affirms that he/she has read, and that each person whose name is listed as responsible for the engineering and/or surveying practice in South Carolina has also read, and agrees to adhere to the statutes and regulations enacted by the State for the corporate practice of engineering and/or surveying in South Carolina. The aforementioned parties understand that information submitted on and in support of this application may be subject to public scrutiny or release under the South Carolina Freedom of Information Act or other provisions of federal and state law. Furthermore, the undersigned also affirms that all statements herein contained are true in substance and effect and are made in good faith.

- (a) For corporation, signature of Chief Executive Officer or person authorized as the responsible professional in charge.
- (b) For partnership, signature of Managing Partner.
- (c) For non-exempt proprietorship, signature of Owner.

Print Name

Signature

Title

Date

[Note: If period of service extends beyond the expiration date of the Temporary COA, a regular Certificate of Authorization must be applied for and obtained prior to expiration of the temporary certificate. Allow a minimum of 8 weeks for Board Approval.]

ATTENTION CHECK WRITERS! We gladly accept your checks. When you provide a check as payment, you authorize us to use information from the check to make a one-time electronic fund transfer from your account, or to process the payment as a check transaction. You authorize us to collect a fee through electronic fund transfer from your account if your payment is returned unpaid.