



2025-2027 AUCTIONEER RENEWAL APPLICATION

Renewal Instructions/Requirements:

- Biennial renewal fee of \$300 in the form of a check or money order only (no cash) made payable to Auctioneers' Commission. (All fees are non-refundable. A returned check fee of up to \$30, or an amount specified by law, may be assessed on all returned funds.)
- Your renewal must be postmarked on or before June 30, 2025, to avoid late fees.
- **Biennial Renewal / Late Fees:**
Renewed/postmarked on or before 6/30/2025: **\$300**
Renewed/postmarked 7/1/2025 - 7/31/2025: Late Fee \$25 + Renewal Fee \$300 = **\$325**
Renewed/postmarked 8/1/2025 - 9/30/2025: Late Fee \$100 + Renewal Fee \$300 = **\$400**
After September 30, 2025, your license is lapsed. Any licensee in lapse status must make application for a new auctioneer license and must be in accordance with §40-6-230.
- If you have had a legal name change since your initial licensure or since your last renewal, please attach the legal documentation with this renewal form (Marriage Certificate, divorce decree, court documentation).

LICENSEE INFORMATION

Name: _____ License No.: _____

Since you were licensed, have you legally changed your name? ☐ Yes ☐ No Prior Name: _____

If yes, please submit legal documentation supporting the change. (Marriage certificate, divorce decree, etc.)

Home Address: _____ City: _____ State: _____ Zip: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

(If different than above)

Home or Mobile Phone: _____ Email: _____

(Required)

Business Name: _____ Business Phone: _____

CONTINUING EDUCATION (CE)

Licensed Auctioneers are required to obtain 8 hours of continuing education between July 1, 2023 and June 30, 2025, in order to renew their license on or before June 30, 2025. Do not submit any CE documentation to the Board's office. Continuing Education (CE) Broker registration is now mandatory for Auctioneers. You must set up a CE Broker account and upload all required CEs before you can renew your license. If you have questions about setting up your CE Broker account or problems with your CE Broker account, please contact CE Broker Customer Support directly at (877) 434-6323, support@cebroke.com or via live chat at <https://help.cebroke.com/hc/en-us> Mon-Fri, 8am-8pm Eastern time.

Have you met the CE requirements for this renewal period? ☐ Yes ☐ No

PERSONAL HISTORY QUESTIONS

Answer the following questions. A detailed letter of explanation or updated documentation is required for "Yes" answers.

1. Since your initial licensure or since your last renewal, have you been convicted, pled guilty, or pled nolo contendere (no contest) to a felony of any kind or to a crime involving drugs, fraud or any crime relating to the practice of auctioneering? (If Yes, submit a criminal history conviction record from the South Carolina Law Enforcement Division.) ☐ Yes ☐ No

2. Since your initial licensure or since your last renewal, have you had a license restricted or disciplined by any other occupational or professional licensing board or body? (If Yes, send a request to the board/body where the disciplinary action occurred and have a final order sent directly to the SC Auctioneers' Commission.) ☐ Yes ☐ No
3. Since your initial licensure or since your last renewal, has there been a change in the status of your lawful presence in the United States? (Ex: Naturalization; received a renewed permanent resident card.) ☐ Yes ☐ No

If yes, attach an updated [Verification of Lawful Presence form, found here](#).

ATTESTATION

I HEREBY swear/affirm I have read all questions on this renewal application and have answered truthfully, accurately and completely. I hereby acknowledge that failure to answer these questions truthfully, accurately and completely may result in disciplinary action against my South Carolina licensure.

Signature: _____ Date: _____

Printed Name: _____

PRIVACY NOTICE

South Carolina law requires the agency to collect personal information which is only disseminated as required by law. The South Carolina Freedom of Information Act ensures that the public has a right to access appropriate records and information possessed by a government agency. Therefore, some personal information on your renewal application and other documents on file may be subject to public scrutiny or release. The Department collects and disseminates personal information in compliance with The South Carolina Freedom of Information Act, the South Carolina Family Privacy Protection Act and other applicable privacy laws and regulations. Additionally, the Department shares certain information on the application with other governmental agencies for various governmental purposes, including research and statistical purposes.