



2025-2026 WHOLESALE DISTRIBUTOR PERMIT RENEWAL

Renewal Requirements and Instructions

- If mailing the paper application, submit the renewal fee in the form of a check or money order (no cash) payable to SC Board of Pharmacy. (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.)
- **Renewal / Late Fees:**
Postmarked before 6/1/2025: **\$140**
Postmarked on or after 6/1/2025: Late Fee \$50 + Renewal Fee \$140 = **\$190**
- Beginning July 1, 2025, lapsed permits will be assessed fees of \$10/day until the permit is reinstated.
- Permits not renewed by June 30, 2025, are lapsed and may not operate. A facility that operates with a lapsed permit is in violation of S.C. Code Ann. § 40-43-140 and may be subject to disciplinary action. A permit holder who allows a site to operate with a lapsed permit is in violation of S.C. Code Ann. § 40-43-83 and may be subject to disciplinary action.
- If there has been a change in ownership, legal name change, change in business form, or relocation of the facility, contact the Board before renewing the permit.
- If there has been any changes in the facilities used for storage, handling, and distribution of drugs or changes in the contact information for those facilities, contact the Board before renewing the permit.

FOR BOARD USE ONLY	
Date Paid	
Check No.	
Amount Paid	

FACILITY INFORMATION

Federal Tax ID No.: _____ SC Permit No.: _____

SC DPH/Controlled Substance Registration No. (if applicable): _____

DEA Registration No. (if applicable): _____ Expiration Date: _____

NABP e-Profile ID (if applicable): _____

Legal Name of Facility: _____

DBA Name: _____

List all trade or business names used: _____

Facility Address (physical): _____

City: _____ State: _____ Zip Code: _____

Email: _____ Phone: _____

Mailing address where all correspondence regarding permitting will be sent if other than facility above

Facility Name: _____

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

Permit Holder Name: _____ **Phone:** _____

Email: _____

Designated Representative: _____ **Phone:** _____

FACILITY OPERATIONS

Days and Hours of Operation: _____

Entity Type:

Check the facility's most applicable entity type:

- | | | |
|--|--|--|
| <input type="checkbox"/> Broker/Jobber | <input type="checkbox"/> Warehouse | <input type="checkbox"/> Independent Wholesale Drug Trader |
| <input type="checkbox"/> Wholesale Distributor | <input type="checkbox"/> Virtual Wholesale Distributor | <input type="checkbox"/> Broker |
| <input type="checkbox"/> Own-Label Distributor | <input type="checkbox"/> Private-Label Distributor | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Retail Pharmacy that conducts wholesale distributions | | |

1. Has there been a change in ownership, legal name change, change in business form, or relocation of the facility?
☐ Yes – Contact the Board of Pharmacy office before completing this application. ☐ No
2. Has there been any changes in the facilities used for storage, handling, and distribution of drugs or changes in the contact information for those facilities?
☐ Yes – Contact the Board of Pharmacy office before completing this application. ☐ No
3. Does this facility distribute or store controlled substances? ☐ Yes ☐ No
4. Is this facility compliant with the Drug Supply Chain Security Act (DSCSA)? ☐ Yes ☐ No
Access information on DSCSA at www.llr.sc.gov/bop.
5. Is this facility an NABP Accredited Drug Distributor? ☐ Yes ☐ No
If yes, accreditation date: _____
6. Is this facility reporting to the FDA as an authorized trading partner? ☐ Yes ☐ No

DISCIPLINARY HISTORY

If you answer "Yes" to any part of this section, provide a detailed explanation on a separate sheet, and attach copies of applicable court documentation. Include the city and state where the offense(s) occurred.

To the best of your knowledge, SINCE THE LAST RENEWAL, has the applicant, the business entity, undersigned permit holder, designated representative, any person or entity identified as holding a position in ownership/management, or any entity under common control with the applicant:

1. Had any license or permit held by the applicant, permit holder, designated representative, or by any owner or corporate officer, disciplined, denied, refused, voluntarily surrendered, agreed to permanently cease operations, or revoked for violations of any federal or state pharmacy laws or drug laws regardless of state? ☐ Yes ☐ No
 - a. Is there any pending disciplinary action? ☐ Yes ☐ No
2. Been convicted, fined, or entered in a plea of guilty or nolo contendere in any criminal prosecution, felony or misdemeanor, in South Carolina or any other state or in a United States court? ☐ Yes ☐ No
 - a. Is there any legal action pending related to violations of any federal or state pharmacy laws or drug laws regardless of the jurisdiction of legal action? ☐ Yes ☐ No

3. Had an application for a drug/device distributor permit; pharmacy; or pharmacist license, permit, or certificate or a technician license or registration, denied, refused in South Carolina or any other state or country? ☐ Yes ☐ No
4. Had disciplinary action taken by any professional licensing board in South Carolina or any other state or country against the applicant, permit holder, pharmacist-in-charge, or by any owner or corporate officer? ☐ Yes ☐ No
5. Had disciplinary action taken by the Board of Pharmacy (or its equivalent) in South Carolina or any other state or country against a pharmacy or drug/device manufacturer facility owned by the applicant, permit holder, designated representative, or by any owner or corporate officer or against a pharmacy or drug/device manufacturer facility at which the applicant, permit holder, pharmacist-in-charge, or any owner or corporate officer was employed? ☐ Yes ☐ No
6. Operated, or allowed any facility to operate, without a valid permit? ☐ Yes ☐ No
7. Violated the drugs/device laws, rules, statutes, and/or regulations of South Carolina, any other state, the United States, or any other country? ☐ Yes ☐ No

PERMIT HOLDER ATTESTATION

I declare that I have read and approve the foregoing and the statements are true and correct to the best of my knowledge and belief. I will comply with all federal and state laws related to operations at the above-named facility, and I understand I am responsible for any violation(s) of law occurring during my tenure.

I understand that pursuant to S.C. Code Ann. § 40-43-83(E), the Board may enter into agreements with other states or with third parties for the purpose of exchanging information concerning the permitting and inspection of entities located in this jurisdiction and those located outside this State.

Permit Holder Signature

Date

DESIGNATED REPRESENTATIVE ATTESTATION

I hereby certify that the facility for which this permit renewal is sought will be conducted in full compliance with federal and South Carolina law pertaining to its pharmaceutical operations, and that the facility shall employ adequate personnel with the education and experience necessary to safely and lawfully engage in the wholesale distribution of drugs. I understand that I am responsible for abiding by the statutes and regulations governing my role as the facility's designated representative. I certify that I have read and approved the foregoing and the statements are true and correct to the best of my knowledge and belief.

Designated Representative Signature

Date