



South Carolina Department of Labor, Licensing and Regulation  
**South Carolina Board of Pharmacy**  
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llr.sc.gov/bop

### CLOSING OF A FACILITY

- All pharmacy signs and symbols must be removed.
- All drugs must be transferred, returned to vendors or disposed of properly prior to returning your permit.
- The South Carolina Controlled Substances Registration Certificate must be returned to the DHEC Division Drug Control, along with a letter of explanation as to the transfer or disposal of the controlled substance inventory. The DEA Registration Certificate, along with any unused DEA 222 forms, must be returned to the Drug Enforcement Administration.
- The original pharmacy permit must be returned to the Board office within 30 days of the permanent closing.

Check the appropriate box below:

#### In-State Facilities:

- ☐ PY-Pharmacy    ☐ PDO-Non-dispensing    ☐ PEM-EMS    ☐ FQHC    ☐ PMG-Medical Gas  
☐ 503B-Outsourcing

#### Out-of-State Facilities:

- ☐ PNP-Pharmacy    ☐ PNW-Wholesale/Manufacturer    ☐ PDME-Medical Gas    ☐ 3PL – Third Party  
☐ P503-Outsourcing    ☐ PND-Non-dispensing

### CLOSING PHARMACY

Pharmacy Permit No.: \_\_\_\_\_ Closing Date of Pharmacy: \_\_\_\_\_

Name of Pharmacy: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

#### PATIENT RECORDS (IN-STATE ONLY)

Name, address and permit number of pharmacy that patient files and records transferred to:

Permit No.: \_\_\_\_\_

Name of Pharmacy: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

\_\_\_\_\_  
Name of Pharmacist-in-Charge, Consultant Pharmacist or Permit Holder Submitting Form

\_\_\_\_\_  
Date