APPLICATION TO RENEW TREE EXPERT LICENSE

Maryland Department of Natural Resources Forest Service

12/31/2021 due date
web

The fee to renew this license for the calendar year 2022 is **$20.00 for any license ending in an odd number, 1, 3, 5, 7, 9 (your license will be good for two calendar years)**. **For any license ending in an even number 0, 2, 4, 6, 8, you do NOT need to renew your license this year but will need to renew in December 2022.** Please make your check or money order payable to: **DEPARTMENT OF NATURAL RESOURCES** Your renewal is due **January 1st**, and **MUST** arrive by **January 28th**. Applications received after that date will be returned and retesting will be required in order to be licensed. Incomplete or unsigned applications will not be processed and will be returned to the applicant for resubmission. **NEW: An email address is required. If it is not in our database, you will not be able to use the online continuing education credit log-in as it is one of the passwords.**

******Your license will not be renewed unless you have obtained 8 continuing education credits by Dec 31.******

Return to:

Maryland Department of Natural Resources
Forest Service E-1
580 Taylor Avenue
Annapolis, MD 21401
ATTN: Romcesa Estep

Your license will be printed exactly as shown below. **Please Type or Print Clearly.**

Licensee's Name:

First **Middle** **Last**

EIN or Federal Tax ID Number (Sole Proprietors may use SSN): **LICENSE #**

Company's Name:

Company's Address:

Telephone Number:

Web Address: *************Email Address***:**

The county(ies) from which your business operates:

List below the full legal names of all those who you employ, who will be working under your license, who you supervise, and thus for whom you take professional responsibility. Note: the license holder must immediately notify Department of Natural Resources in writing whenever a name(s) is added or deleted. (If needed, use the back of this paper or staple an additional paper.)

INSURANCE:

Every tree expert must have, maintain, and show proof of liability and property damage insurance as required by Annotated Code of Maryland, Natural Resources Article § 5-418(b). It is the responsibility of the licensee to keep insurance coverage current and to provide DNR with current insurance information at all times while the license is active (including but not limited to when coverage is renewed and/or when insurance provider is changed). **An up-to-date copy of your certificate of insurance must accompany this application**

The Department of Natural Resources must be listed as a Certificate Holder on the insurance policy.

Insurance Company Name: **Insurance Company Telephone No.:**

Expiration Date:

WORKERS' COMPENSATION - In order to comply with the State of Maryland's Workers' Compensation Act (Annotated Code of Maryland, Labor and Employment Article § 9-105 and Annotated Code of Maryland, Natural Resources Article § 1-402):

☐ I certify that I am a sole proprietor and do not have any employees for which Workers' Compensation insurance is required by law.

☐ I am providing a Certificate of Insurance for Workers' Compensation or a copy of the insurance binder number below.
POLICY/BINDER NO. ISSUED BY:

In compliance with Annotated Code of Maryland, Natural Resources Article §§ 5-415–5-423, and COMAR 08.07.07, I agree to comply with the terms of licensure as described and am hereby making application for the renewal of my Tree Expert License for the applicable period described above. I further declare and affirm under penalties of perjury that the foregoing information I have supplied in this Application for Renewal of Tree Expert License is true and correct to the best of my knowledge, information, and belief.

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Applicant's Signature Date