President's Message

I hope this newsletter finds Architects across North Carolina busily engaged in protecting



the Health, Safety, and Welfare of the public, while also providing those timeless Vitruvian elements of Firmness, Commodity, and Delight. We must define, quantify, and qualify our work through the former terms, but it is the latter triad that brings poetry to our efforts.

As this newsletter reflects, your Board has been busy in and out of North Carolina. First, we welcomed a new member from Charlotte, Tom Turner, FAIA, to the Board last fall. Turner replaces retiring member Dan Knight, AIA, and brings a wealth of experience to his board service. In welcoming Turner, chaired the new Site Planning we thanked Knight for ten years of work locally and nationally. His tenure and presidency of the NC Board inaugurated rules changes, published our Seal brochure, and began negotiations for our and Nick Garrett continue to lease renewal. He served on several national NCARB committees and most recently

chaired NCARB's IDP program.

This summer, former NC Board member Jeff Huberman, currently NCARB's Second Vice President, will seek the office of NCARB's First V.P./President-Elect. This will give North Carolina interesting national exposure as Huberman and NCSU's Dean Marvin Malecha, FAIA, assume presidency of NCARB and AIA respectively.

Current board members have also been active. Kevin Montgomery, FAIA, was elected Chairman of the Southern Conference of NCARB (Region 3). Cheryl Walker chaired NCARB's task force on sustainable architecture and our Board Exec Cathe Evans was a member; Barbara Field, FAIA, served on a NAAB accreditation committee; and I & Design section of the ARE. These national committees give Board members insight and input into NCARB policy.

Public members Kiki Teague keep us mindful of our responsibilities to the public, and Nick has been

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instrumental in looking towards a long-term strategy for board office space needs.

Most importantly, we welcomed many newly licensed architects at our annual New Architects Luncheon in October. I have just evaluated three sections of the new Architect Registration Exam version 4.0, and am keenly aware of the breadth of knowledge these young architects must bring to their practice. Their world will be controlled by issues of sustainability, collaboration, and integrated delivery systems – in addition to the current knowledge required of practicing professionals.

On behalf of the North Carolina Board of Architecture, I thank you for your diligence in your duties to protect the public through Architecture, and challenge each of you: share your knowledge, mentor a younger professional, and enrich the world of public service they will inherit.

Sincerely, Charles H. Boney, Jr. AlA President NC Board of Architecture



Up-Coming Board Meeting

All Board meetings are open to the public. Contact Julie Piatek (juliap@ncbarch.org) for further information. April 11, 2008 Board office in Raleigh, NC 9:00 a.m. May 9, 2008 Location in Wilmington to be determined. June 25-28, 2008 NCARB Annual Meeting, Pittsburgh, PA July 11, 2008 Board office in Raleigh, NC 9:00 a.m.

from the executive director's desk



The Honorable Governor Michael Easley has appointed Thomas P. Turner, Jr., FAIA, of Carolina Board of

Architecture. Mr. Turner will serve until April 1, 2012. A graduate of Clemson, Mr. Turner has been a principle with ADEP, PA since 1977 and was granted his initial license in North Carolina in 1961. In addition to his service with the Board of Architecture, Tom is a long time member of the NC Building Code Council. Board President, Charles H. Boney, Jr., has assigned Thomas to the Applications Committee. Please join us in welcoming him to

the Board.

Notice of renewal for individual licenses for the 2008-2009 year will be sent out in mid-May. If your Charlotte to the North preference is to receive correspondence from the Board is via email please be sure your email address on file with the Board is current. Be on the look out for this email to arrive by May 18, 2008. We have found that many architects have supplied an email address for an administrative assistant or secretary in place of their own. Please be sure your staff knows to pass the email on to you. As a licensed professional you should not delegate renewal responsibility to someone else. Ultimately, you are

responsible for ensuring that your licensed is renewed in an accurate and timely manner. Finally, you are strongly encouraged to utilize the on line renewal feature. It is the fastest and most efficient way to renew your license.

We have noticed an increase in firms offering and rendering services prior to starting (and completing) the firm licensure process. If you are an individual architect offering and rendering services through a corporation (or limited liability company) your attention is directed to G.S. 83A-8 and G.S. 83A-12. The rules and laws are found at www.ncbarch.org

ncarb **news**

North Carolina Architect Jeffrey A. Huberman, FAIA, Elected Second Vice **President** of **National Architect Council**

Washington, DC- Jeffrey A. Huberman, FAIA, of Charlotte, NC, recently was elected second vice president of the National Council of Architectural Registration Boards (NCARB) at its 88th Annual Meeting and Conference in Denver, CO. Huberman served as regional director of the Council's Southern Conference (Region 3) that comprises Alabama, Arkansas, Florida, Georgia, Louisiana, Mississippi, North Carolina, Puerto Rico, South Carolina, Tennessee, Texas, and the Virgin Islands from 2005. In 1971, Huberman and fellow architect Harvey B. Gantt, FAIA, founded Charlotte-based Gantt Huberman Architects, a partnership that continues today. The awardwinning firm has a staff of 40. Huberman has been chosen by various NCARB presidents to serve on a number of Council committees. He has chaired some of NCARB's

most integral groups, including the Reciprocity Impediments Task Force, the Committee on Procedures and Documents, and the Committee on the Intern Development Program. He also has served as a writer and grader for the Architect Registration Examination®, the nine-division test developed by NCARB and taken by all architects in the United States and Canada seeking registration. In 1994, Huberman was advanced to the American Institute of Architects' College of Fellows-the highest honor the AIA bestows on its architect members-in recognition of his longstanding professional contributions. He earned a bachelor of architecture degree from the University of Florida in 1964. Huberman holds the NCARB Certificate for national reciprocity and is registered to practice in North Carolina, South Carolina, and Tennessee. Huberman served for over ten years

on the North Carolina Board of Architecture, where he has been elected secretary, treasurer, vicepresident, and president. He has also served in a number of leader-

ship roles for the AIA on both the state and national levels. Among his many honors, Huberman received the 2002 F. Carter Williams Gold Medal, the most distinguished award AIA North Carolina accords its membership. Beyond his professional responsibilities, Huberman is a highly regarded painter. He has participated in numerous individual and group exhibitions throughout his career, including shows at the NC Museum of Art, the Asheville Art Museum, and the Fayetteville Museum of Art. His work is part of the public collections at the Asheville Art Museum, Bucknell University, and Bank of America. Among his community-related work, Huberman currently serves on the Board of Advisors for Opera Carolina and is a former board member of the Green Hill Center for North Carolina Art, Opera Carolina, Children's Theater, and the Charlotte-Mecklenburg Arts and Science Council. He also has been

honored for his service to the City

of Charlotte and Mecklenburg

County.

ARE 3.1 to 4.0 news

The Architect Registration Examination (ARE) is continuing to change for the better. In July 2008, NCARB will launch ARE 4.0. This latest version of the exam updates and improves the current format by combining graphic and multiple-choice content. ARE 4.0 integrates the exam format while emphasizing the problem-solving skills architects regularly use in day-to-day practice.

One of NCARB's missions is to safeguard the health, safety, and welfare of the public. The ARE is one way in which NCARB fulfills this mission. The evolution of the ARE responds to the needs of the profession and the public to provide a tool that best assesses a candidates' knowledge, skill, and ability. The planned changes to the ARE have been subject to intense thought, discussion, and planning to ensure they are in the best interest of the profession and the public-at-large. The ARE will continue to evolve with the profession in order to maintain the protection of the public health, safety, and welfare.

ARE 4.0 basics:

- ARE 4.0 will launch in July 2008.
- There will be a one year transition period between July 2008 and June 2009 for candidates currently testing to complete ARE 3.1.
- Candidates who do not pass all of ARE 3.1 by the end of June 2009 will be transitioned to ARE 4.0. Depending on their specific progress, a candidate may

have to repeat content already passed under ARE 3.1. Candidates should refer to the NCARB web site's "transition candidate" page in the ARE 4.0 section for a chart explaining what divisions candidates will need to take if they do not complete the corresponding division in ARE 3.1.

- ARE 4.0 will integrate multiple-choice questions with graphic vignettes, but the overall exam content will remain the same.
- ARE. 4.0 will have seven divisions instead of nine.
- ARE 4.0 will also introduce enhancements to the Site Grading and Mechanical & Electrical Plan vignettes.
- This evolution of the ARE has been guided by the 2001 Practice Analysis survey conducted by NCARB that provided a comprehensive analysis of the architecture profession.

Benefits of the new exam for candidates:

- Seven divisions instead of nine
- Reduced number of trips to the test center
- Integration of multiple choice and graphic content
- Condensed subject matter—study for a subject all at once
- Slightly less testing time
- Better assessment of your
- knowledge, skills, and abilities

The seven divisions of ARE 4.0 are as follows: -Programming, Planning, & Practice (85 multiple choice + 1 vignette)

-Site Planning & Design (65 multiple

choice + 2 vignettes)
Building Design & Construction
Systems (85 multiple choice + 3 vignettes)
Schematic Design (2 vignettes)
Structural Systems (125 multiple choice + 1 vignette)
Building Systems (95 multiple choice + 1 vignette)
Construction Documents & Services (100 multiple choice + 1 vignette)

NCARB has launched an interactive section of the web site to help explain the new exam structure and ease the transition for candidates. Two charts on its web site explain how ARE 3.1 will transition to ARE 4.0. For example, the vignettes currently administered in ARE 3.1's Building Technology division have been integrated into four ARE 4.0 divisions and the vignettes in ARE 3.1 Site Planning have been incorporated into two divisions. Candidates should also note that ARE 3.1's General Structures and Lateral Forces divisions will combine with the Structural Layout vignette from Building Technology to form one division in ARE 4.0. Candidates currently testing should use the next year and the extra transition year - a total of more than two years- to prepare and complete all remaining divisions of ARE 3.1. The information currently posted on the Council's web site is just the beginning. The section will continue to be updated over the next two years to address candidate concerns and to better explain the changes ahead. Candidates are encouraged to use these resources to prepare for the transition to ARE 4.0. With proper planning, the transition to ARE 4.0 can be smooth for evervone.

Congratulations to New Licensees by Exam!

The following individuals have successfully completed the Architectural Registration Exam and were licensed between January 1, 2007 and March 6, 2008.

Scott Walton Bartholomew Belinda Lee Borelli Kimberly D. Buff Robert D. Caddell Robert Jonathan Carmac Martha V. Carnevale Lynn H. Carney Brian Scott Carroll Jon M. Chaufty Eric Coulson Brian Dautel

David Leo Delcambre Douglas Reid Dorney Jr. Thomas C. Duzan Michael A. Everson James Lawrence Faulkner Heather Tarrents Faulkner Joseph J. Fitzsimons Keith J Frankel Jason S. Gable Elizabeth A. Gallagher Jonathan A. Gerstmyer Elizabeth Z. Hale Kristina Held Susan Black Holt Timothy Kurmaskie Min Hyuk Lee Roderic Schuyler Leland III Michael Gary Lippard Joleen Alison Lockhart Thomas C. Loter Michael R. Lovaglio, Jr.

Jonathan L. Medlin Catherine M.T. Monroe Jennifer M. Olson Christopher R. Peters Laura D. Pinheiro Jesse Bynum Plaster **Christopher Price** J.P. Reuer Jorge Luis Rodriguez Sam Julie G. Schoenagel Jeffrey W. Sowers Erin E. Sterling Joshua David Stewart Matthew J. Takacs Nilgun B. Trogdon Terry David Ben Wilson Reid deJarnette Wood Jonathan A. Wright Please join the Board of Architecture in congratulating these individuals.

Kevin Alan McDade

enforcement report

Following is the Enforcement Report for the period October 24, 2007 through February 15, 2008. The Board is not bound by precedence in matters of disciplinary action. It is the prerogative of the Board to be conservative years from the date of this Order. Failure to comply with in its review of cases and to enforce the rules and laws with sanctions and civil penalties as allowed by law. You may request a copy of the entire order by sending an email to <u>cathe@ncbarch.org</u> be sure to include the case number with your request.

Letters of Warning

The following individuals received Letters of Warning for the unauthorized use of the title architect or any form there of without being duly licensed:

Case 758 Timothy Bullins Case 743 Chris Lindle Case 752 Robert Maurer Case 734 Ted Mahaffey

Letters of Caution

The Board closed one case with a letter of caution.

Dismissed/Unfounded

The Board of architecture dismissed five cases as unfounded.

Consent Orders

Case 733 - Wayne H. Camas

Respondent was formerly licensed as an architect by this Board and has submitted an application to renew his license. He is subject to Chapter 83A of the General Statutes of North Carolina and Title 21, Chapter 2 of the North Carolina Administrative Code.

Respondent's license registration 3413 expired on June 30, 2007 for failure to renew for 2007-2008. Respondent continued to offer and render architectural services in the state of North Carolina.

Respondent is subject to the provisions of G.S. 83A-11. The Board may require, at its discretion, proof of continuing competency or treat the application as new, subject to reexamination and qualification requirements. On July 3, 2007, Respondent placed his seal, signature and through the firm Designsenses Architecture, PC on the the date on a project in the state of North Carolina. Respondent wishes to resolve this matter by Consent and agrees that the Board staff and counsel may discuss this Order with the Board ex parte whether or not the Board accepts this Order as written.

CONCLUSIONS OF LAW

The Board has jurisdiction over this matter and over Respondent and Respondent is therefore subject to North Carolina General Statute 83A and Title 21 Chapter 2 of the North Carolina Administrative Code. The Conduct described in Paragraphs 2-5 constitutes violations of N.C.G.S. 83A-11, 83A-12, 83A-15(a) (3) and Respondent wishes to resolve this matter by Consent and 21 NCAC 02.0209(10) and 21 NCAC 02.0213.

BASED on the foregoing, the Board and respondent agree to the following:

Respondent's license to practice architecture shall be renewed for 2007-2008.

Respondent shall remain on probation for a period of three all Board of Architecture rules and laws governing the practice of architecture, including timely renewal of license registration shall be considered a violation of this Order and may result in permanent revocation of licensure.

Respondent shall pay a civil penalty in the amount of \$500.00

Respondent shall submit proof of continuing education for the calendar year 2006 as set forth in 21 NCAC 02.0900. Respondent firm license registration for Camas Associates Architects, PA shall be reinstated.

Respondent shall reimburse the Board of Architecture for agreed upon administrative costs.

Case 759

Elizabeth Joyner-Spare Designsenses Architecture, PA

Respondent Joyner-Spare is licensed as an architect by this Board and is subject to Chapter 83A of the General Statutes of North Carolina and Title 21, Chapter 2 of the North Carolina Administrative Code.

Respondent Joyner-Spare failed to renew her individual license registration to practice architecture by June 30, 2007 for the 2007-2008 license year. It expired on July 1, 2007. Subsequently, the individual license registration was renewed on October 23, 2007.

As a result of her failure to renew the individual license registration by June 30, 2007 the firm license registration for Designsenses Architecture, PA was revoked for failure to comply with Board rule 21 NCAC 02.0214 and provisions of G.S. 83A-8 and G.S. 55B. Respondent was notified of this revocation on August 9, 2007 via U.S. Mail.

During the period July 1, 2007 through October 22, 2007 Respondent Joyner-Spare offered and rendered architectural services without proper license to do so project Hartman/Decker Residence.

Joyner-Spare intended, but did not; dissolve Designsenses Architecture, PC at the end of the 2007 calendar year. Respondent's action in offering and rendering architectural services through a firm not properly licensed with this Board is a violation of G.S. 83A-12 and 21 NCAC. 2.0215.

Respondent's action in offering and rendering architectural services without proper license registration is a violation of G.S. 83A-11, G.S. 83A-12 and 21 NCAC 02.0201. 21 NCAC 02.0203. CONTINUED

agrees that the Board staff and counsel may discuss this Order with the Board ex parte whether or not the Board accepts this Order as written. CONTINUED on pg 5

enforcement report

Case 759

Elizabeth Joyner-Spare

Designsenses Architecture, PA Continued from page four.

BASED on the foregoing and in lieu of further proceedings under 21 NCAC. Chapter 2, Section .0600, the Board and respondent agree to the following:

Respondent take all necessary steps to dissolve the Designsenses Architecture, PA and come in to compliance with all architectural laws and rules governing the practice architecture. Respondent shall pay a civil penalty in the amount of

\$1,000.

Respondent shall pay previously agreed upon administrative costs associated with this matter. Respondent shall be placed on probation for a period of two years from the date of this order. Failure to renew the firm license registration or her individual license registration by the due date shall be considered a violation of this Order.

The following individuals or firms offered and rendered architectural services through entities not licensed to practice architecture in the State of North Carolina. As a result, they entered in to Consent Orders with the Board of Architecture. The Consent Order issued to the firm is standard disciplinary action for firms and individuals who fail to obtain proper licensure prior to offering and rendering services. The dollar amount indicated is the total paid to the Board including Civil Penalties and administrative costs. Civil Penalties are not retained by the Board but are forwarded to the State Treasurer for disbursement to the school board for the county in which the violation took place. Case 760 Guy Tescl Arch. PLLC \$1,150 Case 748 Robert F. Case 748 Robert F. Case 750 R. Stanley Arch. Inc. \$18,150 Case 761 Scott Smi

Case 746 Daniel Harrigan - Spillman, Farmer, Shoemaker, Pell, Whildin, PC \$10,900

Case 724 Robert Hornacek – Collwell Ray Hornacek Okinaka, Arch. Inc. \$4,750

Case 729 Eric Powers – The Innovations Group, PLLC \$8,500

Case 735 Richard Ivy – Ivy Architectural Innovations, PC \$600

Case 736 Doug Fisher – Fisher Architectural, Inc. \$2,100

Case 738 Michael Columbo – John T. Staub & Assoc. PC \$600

Case 739 F.A. Goodman – F.A. Goodman Architects, Inc. \$600

Case 740 Tilsley & Associates, PLLC \$2,100

Case 741 The Stephen B. Jacobs Group, PC \$600

Case 742 TKS Architects, Inc. \$600

Case 744 Collman & Karsky Architects, Inc. \$4,150

Case 723 Conley Group, Inc. \$1,700

Case 745 Constance Spencer – Spencer Architect, LLC \$7,300

Case 766 Ronald O. Sholar Architecture, PC \$1,150

Case 764 Leon Lawson – Studio 7 Architects, PLLC \$1,150

Case 762 Jeff Jordan – Forrest Daniell & Assoc. PC \$1,150

Case 760 Guy Teschmacher – Black River Design Arch. PLLC \$1,150

Case 748 Robert F. McAlpine – McAlpine Tankersly Arch. Inc. \$11, 150

Case 750 R. Stanley Ladrick – RSL Commercial Arch. Inc. \$18,150

Case 761 Scott Smith – Engberg Anderson Design Partnership, Inc. \$1,150



ARE/IDP Timing

ARE® Timing Hot Topic at NCARB's 88th Annual Meeting and Conference

Denver, CO—The hot topic at the National Council of Architectural Registration Boards' Annual Meeting and Conference was ARE® Timing. The issue was thoroughly debated, discussed, and examined. Reciprocity, states' rights, and IDP were the key words heard throughout the debate. In the end, Member Boards passed Resolution 07-8 as amended.

Member Boards considered two resolutions related to the sequencing of the Intern Development Program (IDP) and the Architect Registration Examination® (ARE®). Both allowed individual jurisdictions to determine when a candidate is eligible to begin taking the exam, however one, Resolution 07-8, would have affected when a candidate would be allowed to finish the examination. Resolution 07-8 stated a candidate may begin the exam when he or she has fulfilled their jurisdiction's education requirement and enrolled in IDP, and would only be allowed to take the Construction Documents & Services and Building Design & Construction Systems divisions upon the completion of IDP.

The body moved to amend the resolution to simply state, "To begin taking the ARE an applicant shall have fulfilled all requirements for eligibility established by his or her jurisdiction and shall have enrolled in IDP by establishing a Council record." Then they further amended the amendment to state, "And finally Resolved, that it is the intent and policy of the Council that all jurisdictions accept NCARB certification as a basis for reciprocal registration without the application of any other state requirements applicable to initial licensure in such state."



Resolution 07-9, the second resolution related to ARE timing, was withdrawn following the amendments to Resolution 07-8.

Currently in the majority of NCARB's 54 jurisdictions, the NCARB Certificate is the main requirement for reciprocity. Until now, NCARB has had no position on the sequencing of the three requirements for licensure (education, experience, and examination), however it recommended candidates earn a NAAB-accredited degree, complete IDP, and then pass the ARE. Over forty jurisdictions have adopted this sequence and some will continue to require it in the future. Nine jurisdictions currently allow IDP and the ARE to be completed concurrently.

Although the NCARB Board of Directors strongly believes the sequencing of IDP and ARE should not affect reciprocity and the acceptance of the NCARB Certificate, some jurisdictions expressed concern that the sequencing could influence whether an architect would be granted reciprocity. On December 10, 2007, as previously charged by the North Carolina Board of Architecture, the Applications Committee met and discussed the issues surrounding "ARE sequencing". The Committee recommends that the Board consider allowing a candidate for licensure by exam to take the ARE concurrent with IDP. After each member attending the meeting was given a chance to discuss their opinion on the matter, it was the consensus of the Board that candidates should be granted eligibility to take the ARE after completing the required degree and 250 units of IDP. A license will then be granted upon successful completion of all sections of the ARE and fulfillment of all IDP requirements. It was determined that the most appropriate way to institute this change was via a rule amendment. A motion by Kevin Montgomery, seconded by Cheryl Walker and approved 5-0, was made to have Executive Director Cathe Evans investigate the Rules Review process and timeline to begin rule changes that will allow for simultaneous taking of the ARE concurrent with IDP. David Crawford of the AIA-NC indicated that he was pleased with this shift in Board opinion and subsequently the information was reported to the AIA Board.

One thing most jurisdictions did agree on was the importance of IDP in the licensure process. All jurisdictions require an experience component and 51 require the IDP program, including those that already allow concurrent IDP and ARE completion. In order to earn the NCARB Certificate, candidates will continue to be required to complete IDP.

misc. important **info**

Architecture **License Statistics** As of March 17, 2008

Active Individual licenses (expiration date 6/30/08) - 5535 Breakdown: NC - 2198 Out-of-State - 3337

Delinquent (expired on 6/30/07) - 213 Breakdown: NC - 37 Out-of-State - 176 Delinquent individual licenses that expired on 6/30/07 will be administratively revoked on 6/30/08.

Active firm licenses (expiration date 12/31/08)- 1351 Breakdown: NC - 586 Out-of-State - 765

North Carolina Board of NCARB Monograph Series system and its growing number of **Sustainable Architecture II** Now Available!

Green building is "the most successful environmental movement of our time," according to James Hartzfeld, former chairman of the US Green Building Council.

Architects have been at the forefront of this movement from its beginning. This NCARB monograph provides the tools for the next generation of sustainable architects to continue this leadership and design buildings that are cost effective and measurably green

Features

• The important developments in the field of sustainable design since NCARB published Sustainable Design in 2001 are examined, including a review of the most recent research on the benefits of green building.

"Green Building Rating Systems" are reviewed, with a strong focus on the Leadership in Energy and Environmental Design (LEED) rating

products and application guides.

The costs and benefits of green buildings and integrated design are assessed using the life cycle costing method.

• The process of using a collaborative, systems-based "Integrated Design" is described, and the common barriers to this way of designing are discussed.

The benefits of integrated design • are illustrated by a detailed case study. An extensive bibliography and list of common abbreviations is also provided.

Contact NCARB at www.ncarb.org for details on purchasing this or other monographs.



are news

ARE Passing Report for 2007.

The pass rates, by division, for all candidates who took the ARE are listed below. Data are the most recent available from Prometric, NCARB's testing consultant. The first number represents the number of candidates who took the exam, the second represents the number who passed and the final number is the passing rate.

Division	North Carolina			Sout	Southern Region			All Jurisdictions		
	#	#Pass	%Pass	#	#Pass %	%Pass	# #	#Pass %	6Pass	
Pre-Design	75	73	97	1005	818	81	4817	3829	79	
General Structures	74	62	84	1018	743	73	4581	3469	76	
Lateral Forces	75	66	88	951	717	75	4293	3389	79	
Mech-Elec Systems	92	73	79	1231	779	63	5474	3764	69	
Building Design/M&M	83	76	92	1096	834	76	4998	3935	79	
Construction Documents	87	77	89	1153	872	76	5301	4089	77	
Site Planning	82	69	72	1088	730	67	5255	3486	66	
Building Planning	77	56	73	1057	674	64	5123	3348	65	
Building Technology	75	62	83	975	697	71	5181	3591	69	

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21 NCAC 02 .0201 BOARD LISTING OF INDIVIDUAL AND FIRM NAMES

Every individual licensee, partnership, firm or corporation has the continuing responsibility of keeping the Board currently advised of his or its proper and current mailing address and the name or names under which he or it is practicing. Each licensee or firm shall immediately notify the Board in writing of any and all changes of association or address.

Notification of Change of Address For Individual Licensee Please PRINT All Information Clearly

Please send correspondence to my: HOME or FIRM (<u>*Please Circle One Only*</u>)

Last Name

First Name

Middle Name

NC Individual License Number

 Name of Firm

 Address for Correspondence:

 Street or P.O. Box

 City
 State

 Zip Code

 Daytime Phone Number

 Fax Number

 E-Mail Address

 Signature

Date