

**2022 ANNUAL LICENSE RENEWAL FEE INVOICE**

Your facility's current license expires on December 31, 2021. Please submit your license renewal application electronically through the online Enterprise system and send your licensure fee before November 1, 2021. Failure to submit a completed license renewal application with licensure fee will result in expiration of your license to operate as of January 1, 2022.

**Facility Name:** \_\_\_\_\_

**License Number:** \_\_\_\_\_

**Amount of the Check: \$** \_\_\_\_\_

- **A separate check is required for each licensed facility.**
- Payment **must** be by check, money order, or certified check, made payable to: **Division of Health Service Regulation.**
- Remember to write the facility's Adult Care License number on the check. (i.e. HAL-000-000)

**Please send payment to:**

Division of Health Service Regulation  
Adult Care Licensure Section  
License Renewal  
2720 Mail Service Center  
Raleigh, NC 27699-2720

**For Overnight Delivery (UPS and FedEx Only), please send to:**

Division of Health Service Regulation  
Adult Care Licensure Section  
License Renewal  
801 Biggs Drive  
Raleigh, NC 27603

**PLEASE REMEMBER TO ENCLOSE THE CHECK OR MONEY ORDER WITH THIS FORM.**

**PLEASE DO NOT STAPLE OR TAPE THE CHECK TO THIS FORM.**