

## **201 KAR 16:516. Fees – other fees.**

RELATES TO: KRS 321.240, 321.201

STATUTORY AUTHORITY: KRS 321.201(1), 321.235(3), 321.240(5)

NECESSITY, FUNCTION, AND CONFORMITY: KRS 321.240(5) authorizes the Kentucky Board of Veterinary Examiners to promulgate administrative regulations as it may deem necessary and proper to effectively carry out and enforce the provisions of KRS Chapter 321, including regulations to establish authorized fees. KRS 321.201(1) authorizes the board to issue a special permit for the practice of veterinary medicine and to require a fee for the permit. This administrative regulation establishes fees for various services provided by the board and the fee for a special permit.

### **Section 1. Payment and Submission of Fees.**

- (1) Fees to the board shall be paid by check or money order, or, if available, online payment by debit or credit card. Checks and money orders shall be made payable to the Kentucky State Treasurer.
- (2) All fees shall be nonrefundable.

### **Section 2. Fees for Special Permits.**

- (1) The fee for a special permit issued by the board pursuant to KRS 321.201 shall be fifty (50) dollars.
- (2) The fee shall be attached to either the Application for Licensure as a Veterinarian form as found in 201 KAR 16:540 or the Application for Retake of the NAVLE form as found in 201 KAR 16:530 or online equivalent forms.

### **Section 3. Fees for License Verification Letters and Letters of Good Standing.**

- (1) The fee for a license verification letter or a letter of good standing shall be ten (10) dollars. The fee shall be attached to a Request for Licensure Verification form or online equivalent form.
- (2) Upon receipt of the request and payment, the board shall issue the requested letter and complete any forms required by regulatory bodies in other jurisdictions.

### **Section 4. Fees for Mailing Lists.**

- (1) The fee for a request to obtain a copy of the mailing list of the board's licensees shall be fifteen (15) dollars. The fee shall be attached to a Request for Mailing List form or online equivalent form.
- (2) Upon the receipt of the request and payment, the board shall send a current licensee mailing list to the requesting party.

### **Section 5. Fees for Duplicate Wall Certificates and laminated credentials.**

- (1) The fee for a duplicate wall certificate, including the board's seal, or a new laminated wallet-sized card, shall be ten (10) dollars.
- (2) The fee shall be attached to a Request for Printed Credentials form or online equivalent form.

### **Section 6. Fees for Processing Payments.**

- (1) The board may require a reasonable service charge for processing payments submitted online or in paper form. The fees shall be calculated as a percentage of the underlying fee and shall not be higher than the board's current contracted rate for payment processing services.
- (2) Service charge fees shall be non-refundable.

### **Section 7. Incorporation by Reference.**

- (1) The following material is incorporated by reference:
  - (a) "Request for Licensure Verification", 2/2020;

(b) "Request for Mailing List", 2/2020; and

(c) "Request for Printed Credentials", 3/2020.

(2) This material may be inspected, copied, or obtained, subjected to applicable copyright law, at the Kentucky Board of Veterinary Examiners, 107 Corporate Drive, Frankfort, Kentucky 40601, Monday through Friday, 8:00 a.m. to 4:30 p.m. This material may also be obtained at [www.kybve.com](http://www.kybve.com).

(46 Ky.R. 1728, 2465, 2608; eff. 6-30-2020.)