

■ OFFICE RELOCATION NOTICE

Current Address: 1867 Crane Ridge Drive, Suite 200-B, Jackson, MS 39216

New Address: The Atrium Building, 805 S. Wheatly Street, Suite 600, Ridgeland, MS 39157

MSBML will be relocating soon. Please add the new address as a redirect address on all mailings.

DPM Permanent Renewals

- The license renewal period begins annually starting May 1st and ends June 30th.
- The cost to renew a DPM permanent license is \$300.00. However, there is also an additional convenience fee charged.
- Renewal applications are submitted via the MELS Licensure Gateway at the link below:

[MELS User Gateway](#)

- Should a licensee need to renew their license after August 1, he or she must email a late renewal request to the Board at mboard@msbml.ms.gov which includes the following information:
 - Licensee's name
 - License number
 - Explanation for late renewal

Late renewal requests are accepted via email only.

- Late renewals shall be assessed a fine of \$25.00 plus an additional fine of \$5.00 for each month that the license remains delinquent.
- If the licensee submits a late renewal request during the **active** renewal period, the licensee must renew the license for both the late renewal period and the current renewal period.
- If a license has been expired for more than one year, the licensee must submit an application for reinstatement.

[DPM Permanent Reinstatement](#)