

**Louisiana Board of Massage Therapy**  
**PROFESSIONAL LICENSE RENEWAL INSTRUCTIONS 2026**

\_\_\_\_\_**EMAIL SENT TO ALL LICENSEES on 2/27/2026**\_\_\_\_\_

**At the February 23<sup>rd</sup>, 2026 Board meeting, the Board released the following statement in regards to renewals for the 26/27 renewal year.**

Having the ability to renew licenses online has been the top priority since the unexpected re-build of the website, unfortunately the renewal function is still not available. Because all renewals are required by rule to be received by March 31<sup>st</sup>, each year, **the Board is advising that until further notice, RENEWALS be MAILED to the office to ensure that renewals are received by the March 31<sup>st</sup>, 2026 deadline.** Should the online renewal function become available between now and March 31<sup>st</sup>, 2026, a notice will be posted on the website, followed by an email and a postcard. **Please check your email and the website regularly for any updates or changes.**

**Lastly, before contacting the office, please read the FAQ's regarding renewals. They are located below, included with the paper renewal forms or by clicking the FAQ link on the front page of the website.**

**Does the LBMT have a website right now?**

- Yes, locating CEU courses, license management forms, Establishment Numbers etc. can be found on the website. [www.labmt.org](http://www.labmt.org)

**Where do I find a paper renewal form and how do I pay for my renewal.**

- Paper renewal forms can be downloaded through the website by using the "License Renewal / Management Forms" tab or scrolling to the bottom of the front page. [www.labmt.org](http://www.labmt.org). Payment in the form of a cashier's check or money order is required with the renewal.

**Does the paper renewal form apply to all licenses?**

- Yes, all professional, establishment and establishment registrations will need a paper renewal until further notice.

**I've always renewed online, should I send in a paper renewal instead?**

- YES, at this time the Board advises that renewals be mailed to the office to ensure receipt by the March 31<sup>st</sup>, 2026 deadline. If you choose to wait, know that there is no guarantee that the online renewal function will be available and all renewals will need to be received by March 31<sup>st</sup>, 2026 to avoid the late fee.

**If I send a paper renewal will I get my license faster?**

- No, at this time, the office does not have the ability to process any renewals. Once the renewal function is available to licensees it will also be available to the office.

**What happens if I don't receive my license by March 31<sup>st</sup>, 2026?**

- As long as your renewal is received complete and correctly by March 31<sup>st</sup>, 2026, there will be no penalty due to the processing delay.

**If I take the wrong CEU's, my renewal is returned incomplete or my renewal is not postmarked by March 31<sup>st</sup>, 2026 will there still be a late fee.**

- Yes, all rules, laws and policies regarding renewals are still in place. CEU's must be taken April 1<sup>st</sup>, 2025 to March 31<sup>st</sup>, 2026 and registered with the Board.

## **PROFESSIONAL LICENSE RENEWAL**

- 1. It is advised when sending paper renewals to the office, to pay for tracking services to ensure delivery.** The office is not responsible for applications that are delayed, lost or delivered to the wrong address. All renewals will be processed in the order in which received. Any renewal receive the last week of renewal season may take up to 5 (five) days to process. **It is advised that licensees submit their renewal no later than five days prior to March 31<sup>st</sup>. This will allow ample time for corrections if the application is denied.**
- a. Renewals, Continuing Education (C.E.U's) & Working Establishment:** Each license expires March 31<sup>st</sup> each year regardless of when the initial registration was completed. First year applicants are **not** required to take CEU's their first year but must renew regardless of when the initial registration was received. Upload a typed or hand written paper that indicates "First year of licensure – no CEU's required"
- b.** It is the licensee's responsibility to **only take Louisiana State Registered** continuing education as shown on the LABMT website and the **certificates submitted have the required LCEU#** course number on the certificate. If the provider did not put the LCEU# on the certificate contact the provider and write the number on the certificate. Do not assume your CEU is approved unless verified on the LBMT website. This includes association continuing education such as the AMTA, ABMP or FSMTB. Each course must be registered with the board by the provider. For more information please visit the Notes/Reminder page on the LBMT website
- c. CEU Transcripts will not be accepted** (Example, association transcripts such as the AMTA of all courses taken) Certificates of completion must be uploaded / included with paper renewal.
- d. Extensions & Waivers -** Based on the law, no extensions or waivers can be given in regards to renewals regardless of the circumstances.
- e. Carry-over CEU hours -** Any CEU's beyond the required 12 taken the **prior** renewal year, can be carried over for ONE renewal cycle. For example, if 24 CEU's were taken between April 1<sup>st</sup>, and March 31<sup>st</sup> for the prior renewal year, 12 of the extra CEU's can carry over to the next renewal cycle. **It is the responsibility of the licensee to submit the carry over CEU's for the next renewal cycle.**
- f. Establishments & Solo Practitioner Registrations -** No massage therapist shall work at an establishment that is not licensed by the Board. Establishment License and Solo Practitioner Registration number(s) are required for renewal. It is the therapist responsibility to ensure this information is provided and that they are working at a registered Establishment or registered as a Solo Practitioner. Therapist who work from their home or offer Mobile Massage are NOT required to register as a Solo Practitioner. Please review the FAQ page under Massage Establishments on the LBMT website for clarification. Massage establishments shall NOT include working in a physician's office, physical therapy facility, chiropractic office or higher education sports facility.



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 225-756-3488  
 www.labmt.org  
 Questions: [info@labmt.org](mailto:info@labmt.org)

Louisiana **Professional License Renewal**  
**Renewal Fee: \$125.00**  
 Cashier's Check or Money Order Only – Payable to LBMT  
 Late Fee: \$100.00 if received or postmarked after March 31st

Effective 9/9/2024 – For security reasons, The Louisiana Board of Massage Therapy can no longer accept walk-ins at the office. All visitors will be required to schedule an appointment in advance. As a state office, all visitors are required to show a government issued ID upon arriving.

Date		License #	
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Are you currently living out of state and NOT practicing in Louisiana.      **YES**      **NO**

**Contact Information: Home address only must be a place of residence, cannot be a place of business or PO Box**

First		Last	
Street			Suite/Apt#
City	State	Zip	
Email	Phone Number		

**Mailing Address:**

Street			
Suite/Apt#	City		
State	Zip		

**Name of Professional Location #1**

If you have no other address were you are working, please put your home address in this box.

**Home (P.O. Box will not be accepted)**      **Hide this location from searches**      **Yes**      **No**

Street			
Suite/Apt#	City		
State	Zip		

**Professional Location #2**

Establishment Name				Establishment #		
Establishment Address						
Suite #	City	State	Zip			
Business Phone						

**Professional Location #3**

<b>Establishment Name</b>					<b>Establishment #</b>			
<b>Establishment Address</b>								
<b>Suite #</b>		<b>City</b>		<b>State</b>		<b>Zip</b>		
<b>Business Phone</b>								

**Professional Location #4**

<b>Establishment Name</b>					<b>Establishment #</b>			
<b>Establishment Address</b>								
<b>Suite #</b>		<b>City</b>		<b>State</b>		<b>Zip</b>		
<b>Business Phone</b>								

**Professional Location #5**

<b>Establishment Name</b>					<b>Establishment #</b>			
<b>Establishment Address</b>								
<b>Suite #</b>		<b>City</b>		<b>State</b>		<b>Zip</b>		
<b>Business Phone</b>								

**Do you have a trial pending, or have you ever been convicted, plead guilty or no contest to:**

- a) Any type of felony: **Yes** **No**
- b) Any type of sexually related misdemeanor: **Yes** **No**
- c) **If “Yes”** provide details on a separate sheet and submit any relevant documents (court pleadings, arrest records, etc.) to be reviewed. Not providing this information will delay processing.
- d) Have you ever been refused, revoked, suspended, encumbered or otherwise restricted any professional license by any state?

**Yes** **No** **If “Yes”** what were the circumstances, please explain on separate sheet

**I am a first year applicant and not required to take CEU’s until the next renewal cycle** **YES** **NO**

**I have carry over CEU from the last renewal season which I have attached** **YES** **NO**

**Continuing Education Courses for 2026 Renewals Must Be Taken Between 4/1/2025 to 3/31/2026  
 Carryover Continuing Education Courses Must Be Taken Between 4/1/2024 to 3/31/2025**

Please list CEU course information below for each course, including any carry over CEU's from the previous renewal year, list those as well as including a copy of the certificate.

Date Taken	LCEU#	Course Name	CEU Credits
<b>Please use additional sheet if needed ---Total</b>			

**Please Remember to Include All CEU Certificates – Including Certificates for Any Carry-over CEU's**

**I certify that:**

The undersigned does hereby certify to be the person referred to on the application and the statements contained herein are true and correct and understand that any incorrect and or incomplete renewals will be returned via USPS along with payment. This includes working at establishments that are not licensed, establishments that require solo practitioner registrations, as well as CEU's that are not registered/approved by the Board (LCEU#). If your renewal is returned and not resubmitted correctly by March 31<sup>st</sup> a late fee of \$100.00 will be required. Any renewal not received by March 31st will require a \$100.00 late fee.

The undersigned further certifies to have read and understands the Louisiana Revised Statutes Title 37. Professions and Occupations Chapter 57. Massage Therapists and Establishments and RULE Title 46 PROFESSIONAL AND OCCUPATIONAL STANDARDS Part XLIV Massage Therapists and will comply with all requirements set forth therein.

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_