

Louisiana Board of Massage Therapy
LICENSE RENEWAL INFORMATION 2026

As everyone is aware the website is NOT available for online renewals due to the data breach back in October.

Renewal FAQ for 26/27 Renewal Year

Having the ability to renew licenses online has been the top priority since the security breach of the website in October. Unfortunately the renewal function will not be available for this renewal season. *As per the 2/27/20256 & 3/19/2026 emails sent to all licensees* - Because all renewals are required by rule to be received by March 31st, each year, **the Board is advising that RENEWALS be MAILED to the office to ensure that renewals are received by the March 31st, 2026 deadline.**

What happens if I don't receive my license by March 31st, 2026?

- The Board understands not having licenses until after the expiration date is causing much frustration and concern since licenses until after the expiration date. Understandably the Board will **NOT hold licensees and businesses responsible for a processing delay that could not be avoided.** It is important to note that at this time NO licenses are being processed by the office. Although we anticipate that the office will have the ability to renew within the next two weeks, this means processing will begin close to, or after the expiration of ALL license on March 31st.

I was told there was an extension beyond the March 31st deadline.

- No – the issue with the website is causing a **processing delay** and the same rules apply as with each renewal year. As long as your renewal packet is complete, and received or postmarked for 3/31, there is no penalty. **It is advised when sending your renewal to the office to use tracking services to ensure delivery.**

The office only takes appointments - can I drop of my renewal?

- Although it is advised to send your renewal to the office postmarked by 3/31/2026 - Yes, the office will be open to the public and renewals can be dropped off

Monday – Friday 9am to 3pm until March 31st, 2026. Please follow the below instructions

1. Renewals packets must be in sealed envelopes with your name/business name on the envelope
2. Renewal packets are to be dropped off in the bins located in reception area
3. Renewals cannot be completed in the office, nor can they be reviewed or approved by staff
4. Do NOT leave renewals in the mailbox

How and when will I receive my license?

Rest assured that the office will be working as quickly as possible to input and process renewals. Due to the size of the office temporary staffing has been brought in to assist with processing. The office will be emailing and posting updates on the website regarding the status of renewals.

- As always, renewals are processed in the order received, the later the renewal is received, the later the license is received.
- Once processed, licenses will be emailed unless otherwise indicated on the renewal form.



Louisiana Board of Massage Therapy
 9619 Interline Avenue, Suite B
 Baton Rouge, LA 70809
 225-756-3488 www.labmt.org

Louisiana Establishment License RENEWAL
Renewal Fee \$100.00
Renewal Season: January 1st – March 31st.
 Any renewal received after March 31st will require a \$100.00 Late fee
Cashier's Check or Money Order – Payable to LBMT

2026 Establishment 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 31st. This will allow ample time for corrections if the application is denied.** Documents submitted with this application will not be returned. Keep a copy for your record.

Date		Establishment #	
Establishment Legal Name:			
DBA Name (if applicable)			
Name of Owner/Legal Agent			

Establishment Address									
City		State		Zip					
Establishment Phone Number									
Owner Phone Number									
Email Address									

Mailing Address: Use Establishment Address Above: Yes

Establishment Mailing Address									
City		State		Zip					

List all massage therapists employed at this location - (Use additional sheet, if needed)

1. Name as listed on license		License Number	
2. Name as listed on license		License Number	
3. Name as listed on license		License Number	
4. Name as listed on license		License Number	
5. Name as listed on license		License Number	
6. Name as listed on license		License Number	
7. Name as listed on license		License Number	
8. Name as listed on license		License Number	
9. Name as listed on license		License Number	
10. Name as listed on license		License Number	
11. Name as listed on license		License Number	
12. Name as listed on license		License Number	
13. Name as listed on license		License Number	
14. Name as listed on license		License Number	
15. Name as listed on license		License Number	
16. Name as listed on license		License Number	
17. Name as listed on license		License Number	
18. Name as listed on license		License Number	
19. Name as listed on license		License Number	
20. Name as listed on license		License Number	

Verifying Affidavit

The undersigned does hereby certify to be the person referred to on the application as the owner or legal agent and that the statements contained herein are true and correct. The undersigned further acknowledges the responsibility to operate this establishment in a safe and sanitary manner. The undersigned certifies to have read 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: _____