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OPERATIONAL BULLETIN

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#2023-09-19-01	Licensing Fee Payments		September 19, 2023
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Approved By:	J. Sam Hurley, MPH, EMPS, NRP (Maine EMS Director)		

Overview: Starting October 2, 2023, Maine EMS will no longer invoice agencies for licensing fees, the only payment method will be through credit or debit card. Join one of our EMS Service License Renewal [open forums](#) on Fridays at noon on Zoom starting October 6, 2023.

Starting this EMS service licensure renewal period on October 2, 2023, Maine EMS will no longer invoice agencies for the associated fees and will only accept credit or debit card payments for service renewal and vehicle licensing fees. This change is intended to streamline the payment process, reduce processing times, and simplify the process for renewing service and vehicle licenses.

We understand that some agencies may not have an agency-issued credit or debit card that can be used for payment. In that case, the agency may consider the following options:

- Coordinate with the agency’s purchasing authority for access to a credit or debit card for payment at the time of application;
- Utilize a prepaid debit card to pay the licensing fees; or
- Use a personal credit card and request reimbursement from the purchasing authority for the licensing fees.

We appreciate your understanding, cooperation, and support with this transition.

Beginning October 6, 2023, Maine EMS will host weekly open forums on Fridays at noon to review the service renewal application and answer questions via Zoom. Join the Zoom meeting with this [link](#). Additional meeting information is available on the [Maine EMS Calendar](#).

If you have any questions or concerns about this change, please do not hesitate to contact us at ems.licensure@maine.gov or 207-626-3860. Thank you for all that you do.

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