

*****IMPORTANT INFORMATION ABOUT CHANGES THIS RENEWAL PERIOD*****

New Board address

The Board office relocated in May 2020. The new office is located at the corner of State Street and Hawthorne Avenue in Salem. Phone and fax numbers remained the same. The new mailing address is:

Oregon Board of Accountancy
200 Hawthorne Ave SE
Suite D450
Salem, Oregon 97301-5289

All renewals being paid by check must be mailed to the Board office. The completed renewal application and check should be mailed in the same envelope and must be received on time to avoid the assessment of a late fee. For more information, please review the instructions included in the application materials regarding late payments.

Online payments

The Board is now offering online payment and application submission. The link is available under [License Renewal](#) on the Board website.

Tips for a smooth renewal:

- Complete your renewal application before you begin and have it saved on your computer as a PDF so it is ready to upload with your payment. A fillable PDF application is available on the Board website (recommended). Electronic signatures are accepted.
- CPE reports prepared using Excel may be uploaded as a separate attachment.
- Use a computer, **not a mobile device**, to avoid issues.
- Do not use the browser's back arrow.
- A confirmation page will display upon completion of payment submission. Please retain a copy of the confirmation page for your records.
- An email notification will be sent to the email address used during the submission process. Please retain a copy of your receipt for your records.

Oregon-specific Ethics

Beginning January 1, 2020, all active and inactive licensees are required to report 4 hours of Oregon-specific ethics with their CPE for license renewal. A list of [authorized sponsors](#) of Oregon-specific ethics is available on the Board website.

Reminder: you may submit your renewal application, including any CPE scheduled to be completed by June 30th, at any time on or before the renewal deadline. Should you not complete a CPE course that was reported, please email the Board at boa.info@oregon.gov to have the course removed from your report. You do NOT need to complete all CPE prior to submitting your renewal application. Late renewals will be charged the appropriate late fee.