All Manufacturer/Wholesaler/Distributor registrations/licenses will expire on June 30, 2019. You are required by New Hampshire Law RSA 318:5-a to renew your license before the expiration date. Please complete this process no later than June 15th.

You must renew your license online by going to https://nhlicenses.nh.gov/. Here you will create an account for a Business. You will need your license number and your registration code to complete this process. Renewals are submitted online only.

If you do not see your license information appear at the bottom of the page or if your name and address are not greyed out, go back and create a new user name and password. If you do not enter the license number and registration number exactly as it is listed above then it will not link your registration to your license in our database. You also cannot copy and paste the registration code.

If you have any questions, you can visit our website at https://www.oplc.nh.gov/pharmacy/. You can also check to see if your renewal has been processed there by selecting license verification. Once your expiration date has been updated you can expect to receive your permit via email in a day or so. Do not call the office to check on the status of your renewal unless it has been more than 14 business days since your submission. This will only take staff away from processing renewals. If we need any further information you will receive an email.

2019 RENEWAL INSTRUCTIONS:

RENEWAL FEE IS $250.00 and payments are accepted using MasterCard or Visa only.

1. The person who is responsible for the actions of the permit is required to submit the renewal. No Third Party shall complete any licensure requirements per RSA 318:20.
2. You cannot use an IPAD/IPHONE or cell phone to complete the renewal.
3. All documentation to be uploaded must be in PDF or Word format only.
4. Documents you must upload during your renewal:
   a. Copy of current home state permit;
   b. Copy of current DEA certificate (if shipping controls into NH);
   c. Copy of current home state controlled substances permit (if applicable);
   d. Copy of most recent full inspection report from NABP, FDA or home state Board of Pharmacy OR VAWD or other authorized accreditation;
   e. Copy of FDA inspection if inspected by FDA along with any 483(s) issued and response(s);
   f. List of all states your facility is currently licensed in with license number(s);
   g. List of all officers, owners or directors with professional title;
   h. If there were any ‘yes’ answers to recent (since last renewal) discipline then you are required to provide a signed and dated detailed explanation along with any and all supporting documentation.