

# TEXAS STATE BOARD OF PHARMACY

333 Guadalupe Street, Ste. 3-600 Austin, Texas 78701  
512-305-8000 ★ www.pharmacy.texas.gov

## NUCLEAR PHARMACY (CLASS B) LICENSE APPLICATION INSTRUCTIONS

- **Submit this checklist as a cover sheet with each and every item listed below.** Documents submitted with a separate or similar application previously will not be retrieved for completion of this application. **Official review does not begin until all required items are received.**
- Applicants will be notified of any items missing from the application within **4 to 6 weeks**. Allow a **minimum** of 90 days from the time your application packet is complete (all missing items received), for review and final license issuance.
- Applications are considered withdrawn if missing items are not submitted to complete an application within a year of the date initially received at TSBP.
- **NOTICE: the application will be cancelled and a new application packet, including application fee, must be submitted, if a change in officer, owner, or location occurs while the application is under review by TSBP.**

- 1. **Pharmacy License Application – Form [LIC Class B](#)**
- 2. **Ownership Form**
  - **Partnership or individual – Form [LIC-006](#); or**
  - **Corporation or Limited Liability Company – Form [LIC-007](#) with the following attachments; or**
    - Certificate of Authority (Corporation Located Out-Of-State) issued by the state in which the corporation is located
    - Articles of Incorporation (for Corporation) or Articles of Organization (for LLC)
    - Current Texas Franchise Tax Certificate. (If the Corp/LLC is registered w/TX Secretary of State)
  - **Government owned – Form [LIC-008](#).**
- 3. **Managing Officer - Form [LIC-021](#)** provides “background” information to be submitted by each of the top four Managing Officers.
- 4. **Lease Agreement/Property Ownership** - Attach a copy of lease agreement between the owner of the pharmacy and the owner of the building in which the pharmacy is located. The pharmacy address listed on the lease agreement must match the pharmacy address listed on all required forms. The tenant listed on the lease agreement must match the name of the pharmacy owner listed on all required forms. If you are subleasing the space, submit a copy of the sublease agreement along with the master lease agreement.
- 5. **New Pharmacy Checklist - Form [LIC-018](#)** lists the minimum infrastructure requirements needed to apply for a new pharmacy license and must be submitted with a New Pharmacy Application.
- 6. **Floor Plan** – Provide a copy of the floor plan or blueprint for the Nuclear (Class B) Pharmacy.
- 7. **Qualifications** - Provide qualifications of the authorized nuclear pharmacist, who is also serving as Pharmacist-in-Charge.