



*South Carolina*  
**DEPARTMENT OF CONSUMER AFFAIRS**  
 293 Greystone Boulevard Suite 400  
 P. O. BOX 5757  
 COLUMBIA, SC 29250-5757

**Commissioners**  
**David Campbell**  
 Chair  
 Columbia  
**W. Fred Pennington, Jr.**  
 Vice Chair  
 Simpsonville  
**Mark Hammond**  
 Secretary of State  
 Columbia  
**William Geddings**  
 Florence  
**James E. Lewis**  
 Myrtle Beach  
**Renee I. Madden**  
 Columbia  
**Jack Pressly**  
 Columbia  
**Lawrence D. Sullivan**  
 Summerville

**Carri Grube Lybarker**  
 Administrator/  
 Consumer Advocate

**PROTECTING CONSUMERS SINCE 1975**

TO: All Licensees  
 FROM: Carri Grube Lybarker  
 DATE: March 23, 2020  
 RE: Department Operations Due to COVID-19

On March 19, 2020, Governor Henry McMaster ordered state agencies to reduce operations to mission-critical status due to the Novel Coronavirus (COVID-19). As a result, the Department of Consumer Affairs (Department) is operating at a limited capacity.

The Department expects that the response to COVID-19 may mean many licensees will be unable to meet the normal filing deadlines for renewals and reports. Therefore, we have modified due dates as follows during this time:

- Mortgage Log Filing due June 1, 2020 (**not** March 31, 2020)
- Credit Counseling Annual Report due June 1, 2020 (**not** April 15, 2020)
- Motor Club Representatives renewals due June 1, 2020 (**not** April 30, 2020)
- Athlete Agent renewals for licenses that expire between March 1 and June 1, 2020, will be due June 1, 2020.

As the situation develops, and we receive further instructions from national, state, and local leaders, we will provide updates for any affected licensing programs. Updates will be posted on the applicable program’s webpage at <https://consumer.sc.gov/business-resources/laws/licensing>.

In the meantime, you can still file your licensing applications online and pay filing fees with a credit card (with no convenience fee). This will allow the Department to expedite processing, which is particularly needed during this time of limited resources in our office.

You can also email questions to [legal@scconsumer.gov](mailto:legal@scconsumer.gov). If you would like to leave a voicemail for us, please call (803) 734-0359. As our staff are in the office, we will return calls and emails as soon as possible. Thank you for your patience.