

Licensing and Registering Your Business

South Dakota state government recognizes that registration, licensing and reporting requirements can place a burden on a business owner who has limited time and resources to spend away from his or her new business. Therefore, we have compiled a listing of various licensing and reporting areas that may assist you in this process. Failure to license a business according to requirements can result in penalties being imposed by a particular department. The penalty will vary according to department regulations.

Included in this section is a listing of the licenses for the following agencies:

- [South Dakota Animal Industry Board](#)
- [Department of Agriculture](#)
- [Department of Environment and Natural Resources](#)
- [Department of Game Fish and Parks](#)
- [Department of Health](#)
- [Department of Labor](#)
- [Department of Public Safety](#)
- [Department of Revenue & Regulation](#)
 - [Banking Division](#)
 - [Business Tax Division](#)
 - [SD Commission on Gaming](#)
 - [Insurance Division](#)
 - [Motor Vehicle/Motor Fuel Division](#)
 - [Securities Division](#)
 - [Special Taxes Division](#)
- [Department of Transportation](#)
- [Professional & Occupational Licensing](#)

In addition to basic licensing guidelines, various departments have additional requirements that new businesses need to follow. Local cities and agencies also may have certain licensing requirements that you may need to inquire about.

Questions on licensing and other requirements should be directed to the responsible department or agency.

South Dakota Animal Industry Board
411 S. Fort Street
Pierre, SD 57501
(605) 773-3321

Auction Market License

Owners of livestock auctions need to be licensed prior to selling any livestock.
Duration: 1 year
Cost: \$100

Livestock Dealers License

Any person who engages in the buying and selling of animals must be licensed.
Duration: 1 year
Cost: \$50

Rendering Plant License

Any person who operates a business for the purpose of disposing of dead animals, hides, etc. must be licensed.
Duration: 1 year
Cost: \$25

Meat Plant

Any meat plant needs to have the facilities and equipment inspected prior to operating and needs to be licensed with the South Dakota Animal Industry Board.
Duration: 1 year
Cost: Slaughter \$100
Processing \$100
Custom \$50
Retail \$20

Contract Hauler Permit

Any person who maintains a contract with a licensed rendering establishment from South Dakota or from another state for the transport of carcasses to such rendering establishment or for the transport of carcasses to or from a collection station.
Duration: 1 year
Cost: NONE

Department Of Agriculture
Division of Agricultural Services
Foss Building – Third Floor
Pierre, SD 57501
(605) 773-3724

Resident Nurseryman/Nursery Stock Dealer/Other

The nursery stock, etc. needs to be inspected and a certificate of inspection displayed.
Duration: 2 years
Cost: \$150 + \$4 per acre

Export Inspection Permit

Agricultural commodities for export must be inspected and certified.
Duration: None
Cost: None

Commercial Feed

Any company who manufactures feed in South Dakota or whose name appears on the label of a feed distributed in South Dakota must be licensed. Commercial feeds include livestock and pet feeds.
Duration: 2 years
Cost: \$50

Fertilizer Distribution License

Any person(s) or business who manufactures or mixes fertilizer in South Dakota or whose name appears on the label of a fertilizer must be licensed.
Duration: 2 years
Cost: \$25

Soil Amendment Products

All soil amendment products must be registered.

Duration: 2 years

Cost: \$25 per product

Seed Permit

Any person(s) or business that distributes seed must have a seed permit.

Duration: 2 years

Cost: \$50/seed producer

\$250/seedman

\$50/seed dealer

Beekeepers

Beekeepers must register with the department the location of each apiary the bees are located on and how many colonies are on these yards.

Duration: 1 year

Cost: \$12 per location

Pesticide Products

All pesticides distributed in South Dakota must be registered with the Department of Agriculture.

Duration: 2 years

Cost: \$175 per product

Pesticide/Fertilizer Bulk Storage Facilities

Each storage facility must be constructed as approved and operated in accordance with their permit.

Duration: Permanent

Cost: None

Pesticide Applicator License

Any person(s) that sprays lawns, crops, etc. for hire must have this license, unless exempt and government employees.

Duration: 2 years

Cost: \$50

Restricted Pesticide Dealer License

Any person(s) or business that sells restricted use products must be licensed.

Duration: 2 years

Cost: \$50

Dairy Plant License

Any dairy plant engaged in the buying or selling of milk or milk products in the state must be licensed. Also included in this group are receiving stations, and plants fabricating single-service articles.

Duration: 1 year

Cost: \$100 per year

Milk or Milk Product Distributor or Transfer Station

Any person(s) or business distributing milk or milk products in the state must be licensed.

Duration: 1 year

Cost: \$50 per year

Cream Station License

Any person buying or selling cream only must be licensed.

Duration: 1 year

Cost: \$25 per year

Dairy Industry Fieldman License

Any person(s) or business that buys milk must have a licensed Dairy Industry Fieldman license.

Duration: 1 year

Cost: \$25

Milk Sampler/Grader License

Any person who is a milk bulk hauler must be licensed.

Duration: 1 year

Cost: \$25

Tester/Grader License

All dairies must have licensed lab technicians to test the milk and approve the milk before payments can be made to the suppliers of the milk.

Duration: 1 year

Cost: \$25

Class A Dealer License

Any person(s) or business that buys eggs from producers only, or producers of eggs who sell eggs from their flock only need a Class A License.

Duration: 1 year

Cost: \$10

Class B Dealer License

Any person(s) who buys eggs from a Class A Dealer must have a Class B License. Class B Dealers are those people who buy eggs from other wholesalers and producers and in turn sell the eggs to retailers or institutional consumers in lots greater than 90 dozen.

Duration: 1 year

Cost: \$100

Candler/Grader License

Anyone who sells eggs or buys eggs for institutional use or re-sale must be licensed. These eggs must be candled and graded.

Duration: 1 year

Cost: \$10

**Department of Environment and Natural Resources
Joe Foss Building
523 East Capitol Avenue
Pierre, SD 57501
(605) 773-3151**

Air Pollution Control Permit

Any facility that emits an air contaminant must obtain an air pollution control permit. The department must receive the application 180 days before construction or operation begins.

Duration: 5 years

Cost: \$6.10 per ton of actual air emissions and an annual administrative fee, \$100 application fee for new sources

The annual administrative fee is \$100 for actual air emissions less than 50 tons per year; \$500 for actual air emissions of 50 tons per year or greater but less than 100 tons per year; and \$1,000 for actual air emissions of 100 tons per year or greater.

Asbestos Licenses

Any person wishing to do asbestos related work in South Dakota needs to be certified by the state. Individuals can be certified as inspectors, management planners, abatement project designers, contractor/supervisors and workers. One person can be certified in more than one discipline.

Duration: 1 year initial

Cost: \$100

1 year renewal

Cost: \$50

Initial certification is valid for one year from the date of the training examination. Renewal fee requires the individual to take a refresher course within 90 days prior to or 30 days after the expiration date.

Solid Waste Disposal Permit

Operators of solid waste treatment, temporary storage, land application and disposal sites and facilities must obtain a permit prior to construction or operation of the facility or site.

Duration: 2 year initial

Cost: \$250 to \$5,000, 5 year renewal

Fee schedule and type of facility

Type I facility – 150,000 tons or more of solid waste per year = \$5,000

Type IIA facility – between 25,000 tons and 150,000 tons of solid waste per year = \$500

Type IIB facility – between 5,000 tons and 24,999 tons of solid waste per year = \$500

Type III facility – between 500 tons and 4,999 tons of solid waste per year = \$250

Type IV facility – less than 500 tons of solid waste per year = no fee required

Hazardous Waste Permit

Anyone who treats, stores or disposes of hazardous waste must obtain a permit. Notice must be given to the department by anyone who generates, transports, stores, treats or disposes of a hazardous waste. Applications for hazardous waste permits must be submitted 180 days prior to construction.

Duration: 2 year initial permit

Cost: \$50,000 to \$175,000 application

5 year renewal permit fee applies only to hazardous waste disposal facilities

Sand, Gravel or Rock License

A license is required for any person(s) or business that mines for:

- Sand, gravel or rock to be crushed and used in construction.
- Pegmatite minerals.
- Iron ore, limestone, sand, gypsum, shale, pozzolan or other materials used in the process of making cement or lime.
- Lake dredging spoils for sale or processing.

Duration: 1 year

Cost: \$100 Application fee

\$100 Annual renewal

Permit to Drill for Oil or Gas

Any operation with the intent to drill for oil or gas must obtain a permit prior to drilling.

Duration: 1 year

Cost \$100

Exploration Notice of Intent

Any person desiring to conduct mineral exploration in the state must file an exploration notice of intent with the department. A fee, reclamation plan, maps and bond are required.

Duration: Life of exploration project

Cost: Application fee \$250

Uranium Exploration Permit

Any person desiring to conduct exploration for uranium in the state must first submit a permit application to the department and must be granted a permit by the Board of Minerals and Environment. A fee, map, reclamation plan, plan of operations, bond and public hearing are required.

Duration: 3 years

Cost: \$500

Large Scale Mining Permit

A large scale mine permit is required for any mining operation that:

- Affects more than ten acres or extracts more than 25,000 tons of ore or overburden per year;
- Employs in situ mining; or
- Uses cyanide, chemical or biological leaching processes.

Duration: Life of mine

Cost: Application fee \$1,000

Annual renewal \$100

Small Scale Mining Permit

Any mining operation that affects less than ten acres and extracts less than 25,000 tons of ore or overburden per year must obtain a permit.

Duration: Life of mine

Cost: Application fee \$100

Annual renewal \$50

Permit to Appropriate Water

Except for certain domestic uses, any person(s) or business that wishes to appropriate water for any purpose must obtain a water permit.

Duration: Permanent

Application: minimum \$50 to \$150 or more depending on amount of water appropriated.

License: \$50

Dry Draw Location Notice

A location notice is needed for any proposed dam/dugout impounding 25 acre feet of water or less at the primary spillway elevation with water stored for in-place uses only. Any dam on a navigable stream requires obtaining a permit to appropriate water.

Duration: Permanent

Cost: \$50

Well Driller License

Any well constructed must be by a licensed well driller. Any person(s) applying for a well driller's license must be experienced and knowledgeable in state well construction standards in order to obtain a license.

Duration: 1 year

Cost: \$50

Well Pump Installers License

The installation of well pumps or repair of wells for compensation must be by a licensed well pump installer. Individuals must have two years of experience and pay an annual fee.

Duration: none

Cost: Annual fee \$50

Continuing education requirements for renewal of license

General Water Pollution Control Permit for Concentrated Animal Feeding Operations

A producer needs a permit for a large concentrated animal feeding operation, regardless of size, the operation is required to obtain approval by a local government entity, such as a county commission; or when DENR determines an operation is a medium or small concentrated animal feeding operation that needs permit coverage may be required to ensure protection of the state's water resources.

Duration: The state general permit is effective for 5 years. If a producer applies for coverage under the permit after the operation has been effective for 2 years, the duration would be 3 years.

Cost: The annual fee is \$250 for operations with 2,000 or more animal units, \$175 for operations with 1,000 to 1,999 animal units, and \$100 for operations with less than 1,000 animal units.

Wastewater Discharge Permit

The owner of any facility that discharges wastewater to waters of the state must apply for a permit at least 180 days prior to the anticipated discharge.

Duration: 5 years

Cost: Typically \$600 for an industrial facility permit. Municipal facility fees vary depending on population.

Water and Wastewater Operator Certification

Many water and wastewater systems must be operated by personnel that are certified by the state as having the background and knowledge to run a certain type of system. An operator can obtain this certification by passing a DENR-proctored exam.

Duration: 1 year

Cost: Exam fee - \$10

Annual renewal of certificate - \$6

Pretreatment Industrial User Permit

Any industry that is discharging process wastewater to a municipal sanitary sewer system must contact the department to determine if a pretreatment industrial user permit is necessary. If the permit is needed, it will regulate the industrial discharge to ensure the industry does not overload the city's system. The application for a permit must be submitted at least 180 days prior to the anticipated discharge.

Duration: 5 years

Cost: \$600 per year

Construction Storm Water Discharge Permit

Construction sites that disturb more than one acre must receive coverage under the general permit for storm water discharges associated with construction activity. This general permit is active for any construction site over 1 acre across the state.

Duration: The state general permit is effective for 5 years. A construction site operator must maintain coverage under the general permit until the construction has been completed and the site has been stabilized.

Cost: None

Industrial Storm Water Discharge Permit

Storm water discharges associated with industrial activity, including but not limited to industrial plant yards, immediate access roads and railroad sidings, drainage ponds, material handling sites, refuse sites, process wastewater sites, equipment handling/maintenance areas, residual treatment areas and loading/unloading areas, will be required to obtain a permit

Duration: The state general permit

Cost: None

Is effective for 5 years. A construction site operator must maintain coverage as long as the industrial activities continue.

Notification for Underground and Aboveground Tanks

Anyone upgrading an existing or installing a new underground or aboveground storage tank must notify the department 30 days prior to bringing the tank into use in accordance with DENR approved plans and specifications for that tank.

Duration: None

Cost: None

Radiation Source License

Any non-medical facility, be it public or private, using nuclear materials and/or equipment must be registered with the department.

Duration: None

Cost: None

Ground Water Discharge Plan

A ground water discharge plan may be required for any activity that may cause a discharge, directly or indirectly, to the ground water.

Duration: Generally 4 years

Cost: None, maximum of 5 years

Permit to Inject Class II Fluids

A permit to inject is required for any injection of fluids associated with oil and gas production into or above underground sources of drinking water.

Duration: Set by Board of Minerals and Environment - generally based on applicant's request.

Cost: None

Flood Control Permit

A flood control permit is required for any operation diverting the flow or changing the stage of surface water for the purpose of flood control.

Duration: Permanent

Cost: \$150

Plans and Specifications

Plans and specifications for water and wastewater treatment, collection, and distribution must be submitted for review and approval at least 30 days prior to construction. Other than a conventional septic tank/drainfield on-site system for a home, plans and specifications for all on-site wastewater systems must receive department approval.

Duration: None

Cost: None

SARA Title III Tier II Emergency and Hazardous Chemical Inventory Form

Any business storing hazardous materials must submit this annual report for substances found at the site in amounts in excess of the published federal thresholds. Most substances that require an OSHA material safety data sheet have a designated threshold of 10,000 pounds on-site at any one time during the calendar year. However, because some Extremely Hazardous Substances have a lower threshold and this lower amount becomes the reporting threshold. The report must be submitted to the state of South Dakota, local emergency planners and the local fire department by March 1, and it covers the materials on-site during the preceding calendar year.

Duration: Annual Report

Cost: \$50 to \$300 depending on the number of substances reported.

SARA Title III Toxics Release Inventory Report

This report covers releases and transfers of listed substances during the preceding calendar year. Any business that meets all three requirements must submit this report to the state of South Dakota and the U.S. Environmental Protection Agency by July 1 of each year. The three requirements include an employee threshold equivalent to 10 FTEs, a business activity that falls into one of the covered Industrial Classification Codes (including all manufacturing plus other activities), and the manufacture, processing or "otherwise use" of threshold amounts of federally listed substances. The thresholds range from .1 gram for dioxin-like substances to 10,000 and 25,000 pounds of ordinary industrial chemicals and metals.

Duration: Annual Report

Cost: \$250 to \$3,000 depending on the number of substances and quality of releases reported

Department of Game, Fish and Parks

Licensing Office
412 West Missouri
Pierre, SD 57501
(605) 773-5527

Taxidermist License

Anyone engaged in taxidermy must be licensed.

Duration: 1 year

Cost: \$15

Resident Fur Dealer License

Any business that purchases hides and furs must be licensed. (Deer hides are exempt)

Duration: 1 year

Cost: \$100

Non-Resident Fur Dealer License

Any person(s) or business that purchases, receives and resells legally taken and/or possessed raw furs must be licensed. (Deer hides are exempt)

Duration: 1 year

Cost: \$500

Resident Retail Bait Dealer License

Any person(s) over 16 years of age selling minnows, frogs, reptiles, crayfish, salamanders or other live bait in South Dakota must be licensed. (Nightcrawlers and leeches are exempt.)

Duration: 1 year

Cost: \$20

Resident Wholesale Bait Dealer License

Any person(s) or business that raises, traps, seines, buys, transports or sells live bait to retailers, other wholesalers or exporters in South Dakota must be licensed.

Duration: 1 year

Cost: \$200

Resident Export Bait Dealer License

Any person(s) or business that buys, possesses and transports live bait from South Dakota for resale must be licensed.

Duration: 1 year

Cost: \$300

Non-Resident Wholesale Bait Dealer License

Any person(s) or business that transports bait into South Dakota must be licensed.

Duration: 1 year

Cost: \$400

Falconry Permit

Any person(s) who possesses raptors (birds) for the purpose of practicing falconry must be licensed.

Duration: 34 years

Cost: Ranges from \$30 to \$50

Resident Captive Game Bird Domestication License:

Any person(s) or business that possesses, produces, sells, offers for sale or ships game birds including migratory waterfowl or any one of the combination of species per calendar year must be licensed.

Duration: 1 year

Cost: Noncommercial \$10

Commercial \$50

Nonresident Captive Game Bird License:

Any person(s) or business that possesses, produces, sells, offers for sale or ships game birds including migratory waterfowl or any one of the combination of species per calendar year must be licensed.

Duration: 1 year

Cost: Noncommercial \$20
Commercial \$100

Hoop Net or Set Line Permit

A special permit is required in addition to a fishing license that allows residents to use a set line or a hoop net in certain special management waters.

Duration: 1 year

Cost: Hoop Net \$10
Set Line \$5

Private Fish Hatchery License

Any private fish hatchery must be licensed. The charge is on amount no matter how many species.

Duration: 1 year

Cost: Pond Management	\$50
Fee Fishing Hatchery	\$100
Aquaculture Hatchery	\$200

Scientific Collecting Permit

This permit allows universities or colleges to collect limited number of protected birds, fish or other animals for specific scientific study.

Duration: None

Cost: None

**Department of Health
Health Building
600 East Capitol
Pierre, SD 57501
(605) 773-3364**

Adult Foster Care Homes

Adult foster care homes must be licensed and comply with state requirements.

Duration: 1 year

Cost: None

Ambulatory Surgery Centers

Ambulatory surgery centers (ASC) must be licensed and comply with state requirements, and may be certified and comply with federal requirements.

Duration: 1 year

Cost: \$100

Animal Research:

Institutions may apply to the Department of Health for a license to obtain animals for research from establishments maintained by or for a municipality.

Duration: 1 year

Cost: None

Assisted Living Centers

Assisted living centers must be licensed and comply with state requirements.

Duration: 1 year

Cost: \$100 + \$3 per bed

Bed & Breakfast

A license is required for any building or buildings run by an owner/operator living on the premises or contiguous property that is used to provide accommodations for a charge to the public. At most, the operation will have five rental units with up to an average of 10 guests per night and it will serve family style meals.

Duration: Permanent

Cost: \$25

Campground

Campgrounds offering two or more campsites to the public must obtain a license as a full-service, limited-service or temporary campground.

Duration: 1 year

Cost: \$50-150

Inpatient Chemical Dependency Treatment Facilities

Chemical dependency inpatient treatment facilities must be licensed and comply with state requirements. Contact also Department of Human Service for inpatient and outpatient treatment facilities.

Duration: 1 year

Cost: \$100 + \$3 per bed

Controlled Substances

Qualified pharmacies and practitioners (such as physicians, dentists, optometrists, podiatrists, nurse practitioners, physicians assistants, nurse midwives, and veterinarians) who have a professional need for access to controlled substances, must register with the department to obtain a state controlled substance certificate and submit a \$100 fee. Analytical labs, distributors, return distributors, manufacturers, and researchers (including drug detection dog trainers) must also register and submit a \$35 annual fee. This is in addition to the federal registration.

Duration: 1 to 3 years

Cost: \$35 to \$100

End Stage Renal Dialysis Unit including transplantation services

End stage renal dialysis units (ESRDs) must be certified and comply with federal requirements to receive Medicare reimbursement.

Duration: None

Cost: None

Food Service

Any restaurant, coffee shop, bakery, deli, nightclub, catering kitchen, grocery store, food manufacturer or similar place in which food or drink is prepared for sale or service to the public must first obtain a retail food service, mobile food service or temporary food service license.

Duration: 1 year

Cost: \$25 to \$150

Home Health Agency

Home health agencies must be certified and comply with federal requirements to receive Medicare reimbursement.

Duration: Permanent

Cost: None

Hospice (Inpatient)

Hospice facilities must be licensed and comply with state requirements and may be certified and comply with federal requirements. Hospice services must be certified and comply with federal requirements to receive Medicare reimbursement.

Duration: 1 year

Cost: \$100 + \$3 per bed

Hospitals

General and specialized hospitals must be licensed and comply with state requirements, and must be certified and comply with federal requirements to receive Medicare and Medicaid reimbursement. Critical access hospitals must be licensed and comply with state requirements and must be certified and comply with federal requirements to receive Medicare and Medicaid reimbursement. (JCAHO-Joint Commission on Accreditation of Healthcare Organizations)

Duration: 1 year

Cost: \$100 + \$3 per bed

JCAHO Accredited: \$100+\$2 per bed

Hospital Swing Bed Units

Hospital swing beds must be licensed and comply with state requirements, and must be certified and comply with federal requirements to receive Medicare and Medicaid reimbursement.

Duration: None

Cost: None

Intermediate Care Facility for Mentally Retarded

Intermediate care facilities for the mentally retarded (ICF/MR) must be certified and comply with federal requirements.

Duration: None

Cost: None

Lodging

Any hotel, motel or other structure held out to the public to be places where sleeping accommodations are furnished to two or more transient guests must first obtain a lodging license.

Duration: 1 year

Cost: \$1.50 per unit (\$30 minimum)

Mammography Facilities

Mammography facilities must be licensed and comply with state requirements and must be MQSA qualified or certified by a qualified state certifying body or a certifying body approved by the FDA, and comply with federal requirements to receive Medicare reimbursements. Reference X-ray Equipment.

Duration: None

Cost: None

Medical Laboratory

Laboratories that test human specimens for the purpose of assessing, diagnosing, treating and preventing health conditions must be registered and certified or waived, and comply with federal requirements.

Duration: None

Cost: The federal government will assess a fee based on the complexity and volume of the tests.

Nurse Aide Registry

Nursing home nurse aides must complete training and competency evaluation and be registered with the Board of Nursing.

Duration: 2 years

Cost: None

Nursing Homes

Nursing homes must be licensed and comply with state requirements and may be certified and comply with federal requirements. There is a moratorium in place that prohibits development of new nursing home beds.

Duration: 1 year

Cost: \$100 + \$3 per bed

Physical Therapy

Outpatient physical therapy and certified outpatient rehabilitation facilities must be certified and comply with federal requirements to receive Medicare reimbursement.

Duration: None

Cost: None

Residential Living Center

Residential living centers must register with the department.

Duration: 1 year

Cost: None

Rural Health Clinic

Rural health clinics must be certified and comply with federal requirements to receive Medicare reimbursement. For certification as a federally qualified health clinic, contact the Office of Rural Health at 773-3361.

Duration: None

Cost: None

Specialty Resort

Any building or buildings used to provide accommodations of recreation for a charge to the public. There may be no more than 10 rental units for an average of 20 guests per night and in which meals are provided to only the guests staying at the specialty resort.

Duration: 1 year

Cost: \$30

Speech Therapy

Outpatient speech therapy must be certified and comply with federal requirements to receive Medicare reimbursement.

Duration: None

Cost: None

X-Ray Equipment

X-ray tubes, either fixed or portable and used for medical purposes, must be licensed and comply with state requirements and must be certified and comply with federal requirements to receive Medicare reimbursement.

Duration: 1 year

Cost: \$75

**Department of Labor
Unemployment Insurance Division
PO Box 4730
420 South Roosevelt
Aberdeen, SD 57402-4730
(605) 626-2452
New employers, call: (605) 626-2312**

Unemployment Insurance Tax - Employer Registration

All new and acquired businesses in South Dakota are required to register with the Unemployment Insurance (UI) Tax Unit. Registration is also required for an existing account if the entity or ownership of the business has changed (i.e., from a sole proprietorship to a partnership or a partnership to a corporation, etc.). To register, you must complete a registration form, Form 1, Employer's Report to Determine Liability. If you are a 501 C (3) organization, complete Form 1NP. If you are a political subdivision, complete Form 1PS.

You have several options for registering:

You may complete the registration process online using the Unemployment Insurance Employer Registration website. [Click here](#) for more information and access to the Unemployment Registration website.

You may download the appropriate form at [Unemployment Insurance Tax Forms](#).

You may obtain the forms by calling the Unemployment Tax Division at 605.626.2312.

To submit your completed form by mail, address it to:

Unemployment Insurance Division - Tax Unit
South Dakota Department of Labor
P.O. Box 4730
Aberdeen, SD 57402-4730
Or fax it to:
605.626.3347

*It is important that you complete all information on the registration form. Incomplete registrations will be returned. This will delay processing time and may cause your taxes to become delinquent.

Posting Requirements (State and Federal)

State Posting Requirements

South Dakota law requires only two workplace postings:

Unemployment posting - [Click here](#) to download (in [Adobe .pdf format](#)*). Or get it at no charge from the South Dakota Department of Labor's Division of Unemployment Insurance by calling 605.626.2312.

Safety on the Job posting - Workers' compensation law requires employers to post information encouraging safety. There is no required format for this poster. [Click here](#) to download one option (in [Adobe .pdf format](#)*).

Federal Posting Requirements

Various federal agencies (such as the U.S. Department of Labor, the Occupational Safety and Health Administration (OSHA) and the Equal Employment Opportunity Commission (EEOC)) require workplace postings. You may comply with these requirements by using:

- Employee Polygraph Protection Act of 1988 [\[English\]](#) [\[Español\]](#)
- Fair Labor Standards Act (minimum wage) [\[English\]](#) [\[Español\]](#) [\[Chinese\]](#) [\[Russian\]](#)
- Equal Employment Opportunity is the Law [Download in [English](#)] or [Order from [U.S. Equal Employment Opportunity Commission](#) in English, Spanish, Chinese or Arabic]
- Job Safety and Health Protection (OSHA) [\[English\]](#) [\[Español\]](#)
- Family and Medical Leave Act (FMLA) [\[English\]](#)
- Uniformed Services Employment and Re-employment Rights Act (USERRA) [\[English\]](#)

To receive a labor law compliance poster which addresses all of these federal posting requirements (sometimes referred to as a "six in one poster") at no charge, contact your [local South Dakota Department of Labor office](#).

The U.S. Department of Labor also has several posters for special situations. Check out their [poster information](#).

**Department of Public Safety
118 West Capitol
Pierre, South Dakota 57501
605-773-3178**

EMT Basic Certification

Current state certification is required for basic EMTs to act as drivers and attendants on ambulance service.

Duration: 2 years

Cost: None

Advanced Life Support EMT Licensing

The Department of Public Safety processes applications for the Board of Medical and Osteopathic Examiners which licenses ALS EMTs. This includes EMT – Paramedic, EMT – Intermediate-99 and EMT – Intermediate-85.

Duration: 1 year

Cost: SD Board of Medical and Osteopathic Examiners Fees for Licensing:

Paramedic: \$50 Initial In-State Fee
 \$75 Initial Out-of-State
 \$25 Renewal

Intermediate-99: \$50 Initial In-State
 \$75 Initial Out-of-State
 \$25 Renewal

Intermediate-85: \$50 Initial In-State
 \$75 Initial Out-of-State
 \$25 Renewal

Ambulance Service

License is needed by all individuals/groups wanting to operate an ambulance service. Applies to both ground and air ambulance and out-of-state ground ambulances.

Duration: 2 years

Cost: \$12

Commercial Driving License (CDL)

A CDL is required to operate any of the following commercial motor vehicles:

- A single vehicle with a gross vehicle weight rating (GVWR) of more than 26,000 pounds
- A trailer with a GVWR of more than 10,000 pounds if the gross combination weight rating is more than 26,000 pounds
- A vehicle designed to transport 16 or more persons (including driver)
- Any size vehicle which requires hazardous materials placards

Duration: 5 years

Cost: \$15 + \$5 for each endorsement.

In addition, a fee up to \$80 may be charged for a CDL Skill Test. The cost of a required background check for a CDL with a hazardous materials endorsement is \$94.

Explosives License or Permit

Required in addition to federal license or permit for all users, dealers, transporters and manufacturers of explosives.

Duration: 3 years

Cost: None

Fireworks Retail License

Required to sell fireworks to residents and non-residents of South Dakota; limited time period.

Duration: June 27 to July 5

Cost: \$25

Fireworks Wholesale License

Required to sell fireworks to South Dakota retailers.

Duration: One calendar year

Cost: \$500

Special Fireworks Retail License

Required to sell fireworks to out-of-state residents for a limited time period.

Duration: May 1 to July 5

Cost: \$1,000

Optional Fireworks Retail License

Required to sell fireworks to out-of-state residents for a limited time period.

Duration: July 6 through August 31

Cost: \$1,000

Boiler Certificate Permit

Required to operate a boiler.

Duration: 1 year from date of inspection

Cost: \$20 per year from date of inspection plus \$10 to \$60 depending on size of boiler.

Ton Mile Permit

A fee paid in lieu of commercial license for miles traveled on South Dakota highways when loaded with 500 pounds or more.

Duration: Duration of trip

Cost: \$15

Oversize Permit

A permit to operate overlength, overwidth or overheight. (also see Dept. of Transportation)

Duration: Varies

Cost: Single permit - \$25

Qualified annual permit - \$60

Overweight Permit

A permit to operate over the statutory weight limit. (also see Dept. of Transportation)

Duration: Varies

Cost: Varies

Temporary Fuel Permit

A fee paid for the importation of diesel or propane vehicle fuel. Law now stipulates that no person may bring in any amount of special fuel into the state to be used in operation of a qualified motor vehicle.

Duration: Valid as long as vehicle

Cost: \$20, remains in the state.

Harvest Permit

A permit available to residents and non-residents alike to haul agricultural products; time limit imposed.

Duration: 1 year

Cost: \$75

Thirty-Day Permit

A permit good for 30 calendar days in lieu of commercial license.

Duration: 30 days

Cost: Varies depending on declared tonnage on permit.

Weights & Measures Service Agency Registration

Companies or persons who install, service, repair or recondition weighing or measuring devices in South Dakota must register

Duration: 1 year

Cost: \$25 (company) + \$5 for each agent registered.

Services agencies are required to show evidence annually that equipment is calibrated.

Department of Revenue & Regulation
Anderson Building
445 East Capitol Ave.
Pierre, SD 57501-3185
(605) 773-3311
www.sd.gov/drr

Banking Division

For more information on the Division's licensing requirements, please visit www.sd.gov/drr2/req/bank/BANK-HOM.htm.

Mortgage Broker License

Required for any individual or corporation that acts as an intermediary between borrower and lender in securing a mortgage loan or to place loans with investors for consideration. State and national banks, bank holding companies, other federally insured financial institutions, and the subsidiaries of those institutions are exempt from licensure. In addition, SD chartered trust companies, SD licenses real estate brokers, and insurance companies are also exempt from licensure. Any individual or corporation holding this license is required to pay the bank franchise tax.

Duration: 1 year
Cost: Application \$365
Renewal \$365

Mortgage Lender License

Required for any individual or corporation that extends credit in either the primary or secondary markets through the instrument of a real estate mortgage. State and national banks, bank holding companies, other federally insured financial institutions, and the subsidiaries of those institutions are exempt from licensure. In addition, SD chartered trust companies, SD license real estate brokers, and insurance companies are also exempt from licensure. Any individual or corporation holding this license is required to pay the bank franchise tax.

Duration: 1 year
Cost: Application \$600
Renewal \$600

Money Lending License

Required for individuals or corporations to engage in the business of lending money, including creating and holding or purchasing and acquiring any installment loan, single pay loan, or open-end loan which may be unsecured or secured by personal property. Requires filing a surety bond application. State and national banks, bank holding companies, other federally insured financial institutions, and the subsidiaries of those institutions are exempt from licensure. In addition, SD chartered trust companies are exempt from licensure. Any individual or corporation holding this license is required to pay the bank franchise tax.

Duration: 1 year
Cost: Application \$600
Renewal \$600

Money Order License

Required for individuals or corporations to engage in the business of selling, issuing or delivery of checks, drafts and money orders.

Duration: 1 year
Cost: Application \$600
Renewal \$600

State-Chartered Banks: \$7,500

State-Chartered Savings and Loan Associations: \$3,000

State-Chartered Trust Companies: \$5,000

Loan Production Offices: \$1,000 (applicant must be state-chartered bank)

All of the above listed businesses are regulated by the Division of Banking and must meet regulations established by law.

Duration: New is 20 years
Cost: See above
Savings and Loan is permanent

Business Tax Division

Contractor Excise License

Excise tax applies to any person entering into a contract for construction, building, installation or repair of real property.

Duration: None
Cost: None

Sales and Service Tax License

Sales tax applies to retailers' gross receipts from all sales of tangible personal property and services not specifically exempted.

Duration: None

Cost: None

Use Tax

Use tax is imposed on the privilege of the use, storage and consumption in this state of tangible personal property or services.

Duration: None

Cost: None

SD Commission on Gaming**Deadwood Gaming**

Licensing and regulation of Deadwood gambling. Six types of gaming licenses are issued by the Commission including licenses for manufacturers, distributors, operators, individual employees, owners of gaming establishments and Tribal gaming.

Duration: 1 year

Cost: Application \$50 to \$1,000

There after \$25 to \$250

Live Racing and Simulcast Racing

The commission issues licenses for simulcast providers, simulcast sites, pari-mutual clerks (who work at simulcast sites) and multiple category live racing.

Live racing and simulcasting fees are \$10 to \$40; renewals are \$5 to \$20 per year.

Insurance Division**Resident Producer License**

Required for anyone selling insurance; requirements must be met.

Duration: 2 years

Cost: Application \$25

Renewal \$10

Appointment fee per company \$10

Non-Resident Producer License

Required for non-resident insurance producers selling in South Dakota lines of insurance held in home state.

Duration: 1 year

Cost: Application \$30

Renewal \$25

Appointment fee per company \$20

Resident & Non-Resident Surplus Lines Broker

Issued to resident and non-resident producers licensed to sell property/casualty insurance; enables producer to sell through non-admitted companies; bonding required for resident producers only.

Duration: 1 year

Cost: Application \$50

Renewal \$50

Corporation or Partnership License

Issued to a corporation or partnership based on lines of insurance held by all their producers.

Duration: None

Cost: Resident license fee \$25

Non-resident license fee \$30

Appointment fees: \$20 for non-resident, \$10 for resident

Certificate of Authority

Issued to an insurance company that has applied and qualified to transact insurance business in South Dakota.

Duration: 1 year

Cost: Application \$550, renewal \$25

Managed Care Contractor

Issued to a person who establishes, operates, or maintains a network of participating providers; or contracts with an insurance company, a hospital or medical service plan, an employer, an employee organization, or any other entity providing coverage for health care services to operate a managed care plan or health carrier.

Duration: 1 year
Cost: Application \$250, renewal \$250

Utilization Review Organization

Issued to an entity that conducts utilization review other than a health carrier performing utilization review for its own health benefit plans.

Duration: 1 year
Cost: Application \$250, renewal \$250

Third Party Administrator

Duration: 1 year
Cost: Application \$500, renewal \$250

Motor Vehicle/Motor Fuel Division

New or Used Motor Vehicle Dealer License

Any person who for commission or with intent to make a profit or gain, sells, exchanges, rents with option to purchase, offers or attempts to negotiate a sale or exchange of new, or new and used vehicles, or who is engaged wholly or in part in the business of selling new, or new and used vehicles. Bond required. *(Note: A vehicle dealer license allows the licensee to sell a broad range of vehicles. In addition to being able to sell vehicles, they are also able to sell motorcycles and trailers without specifically acquiring those licenses.)*

Duration: 5 years, (renewal fee is due annually)
Cost: \$250 initial license, \$100 annual renewal fee

New or Used Motorcycle Dealer License

Any person who for commission or with intent to make a profit or gain, sells, exchanges, rents with option to purchase, offers or attempts to negotiate a sale or exchange of new, or new and used motorcycles, or who is engaged wholly or in part in the business of selling new, or new and used motorcycles. Bond required.

Duration: 5 years, (renewal fee is due annually)
Cost: \$200 initial license, \$75 annual renewal fee

Trailer Dealer License

Any person who for commission or with intent to make a profit or gain, sells, exchanges, rents with option to purchase, offers or attempts to negotiate a sale or exchange of new, or new and used trailers, semi trailers or travel trailers or who is engaged in the business of selling new, or new and used trailers, semi or travel trailers whether or not such vehicles are owned by such person. Any person who sells less than three travel trailers in a 12-month period is exempt, unless the person is licensed as a dealer in another state or holds himself or herself out as being in the business of selling trailers.

Duration: 5 years, (renewal fee is due annually)
Cost: \$75 initial license, \$50 annual renewal fee

Mobile/Manufactured Home Dealer

Any person, other than a manufacturer of a mobile home or a manufactured home, who sells three or more mobile homes or manufactured homes in any consecutive 12-month period. Bond required.

Duration: 5 years (renewal fee is due annually)
Cost: \$250 initial license, \$75 annual renewal fee

Snowmobile Dealer License

Any person who, for commission or with intent to make a profit or gain, sells, exchanges, rents with option to purchase, offers or attempts to negotiate a sale or exchange of new or used snowmobiles, or who is engaged wholly or in part in the business of selling new or used snowmobiles. Bond required.

Duration: 5 years, (renewal fee is due annually)
Cost: \$100 initial license, \$50 annual renewal fee

Boat Dealer License

Any person who, for commission or with intent to make a profit or gain, sells, exchanges, rents, or leases with option to purchase, offers or attempts to negotiate a sale or exchange of new, or new and used boats, or who is engaged wholly or in part in the business of selling new, or new and used boats. Bond required. *(Note: A boat dealer license allows the licensee to sell boat trailers without acquiring a separate trailer license.)*

Duration: 5 years, (renewal fee is due annually)
Cost: \$200 initial license, \$100 annual renewal fee

Emergency Vehicle Dealer License

Any person who converts or manufacturers authorized emergency vehicles and who for commission or with intent to make a profit or gain, sells, exchanges, rents with option to purchase, offers, or attempts to negotiate a sale or exchange of new or new and used authorized emergency vehicles or who is engaged wholly or in part in the business of selling new or used authorized emergency vehicles. Bond required.

Duration: 5 years, (renewal fee is due annually)

Cost: \$250 initial license , \$100 annual renewal fee

Supplier License

A supplier, whether a person, partnership or corporation, that owns motor fuel or special fuel in the pipeline immediately before it is withdrawn at the terminal rack.

Duration: Permanent

Cost: None

Out-of-state Supplier License

Any person, partnership or corporation that owns motor fuel or special fuel in the pipeline immediately before it is withdrawn and operating from a terminal located outside of South Dakota may voluntarily become licensed as an out-of-state supplier.

Duration: Permanent

Cost: None

Exporter License

An exporter is a person, partnership or corporation, other than a supplier, that purchases or acquires fuel in South Dakota that is then transported or delivered to another state or country.

Duration: Permanent

Cost: None

Importer License

An importer is any person, partnership or corporation, other than a supplier, that owns or purchases motor fuel or special fuel in another state or country that is then delivered into South Dakota.

Duration: Permanent

Cost: None

Blender License

A blender, whether a person, partnership or corporation, that makes blended fuel containing two or more substances, at least one of which is a petroleum product.

Duration: Permanent

Cost: None

Marketer License

A marketer, whether a person, partnership or corporation, that engages in the wholesale or retail sale of motor fuel or special fuel. (All those previously licensed as fuel distributors and retail dealers now fall into this category.)

Duration: Permanent

Cost: None

LPG Vendor License

An LPG vendor, whether a person, partnership or corporation, that sells or has the capability to sell liquid petroleum gas for use in the engine supply tank of a motor vehicle.

Duration: Permanent

Cost: None

CNG Vendor License

A CNG vendor, whether a person, partnership or corporation, that sells compressed natural gas for use in the engine supply tank of a motor vehicle.

Duration: Permanent

Cost: None

Ethanol Producer License

An ethanol producer, whether a person, partnership or corporation, that makes ethyl alcohol from cereal grain which is later combined with gasoline to produce an ethanol blend.

Duration: Permanent

Cost: None

Transporter License

A transporter, whether a person, partnership or corporation, that moves fuel within South Dakota or to areas outside this state by transport truck, rail car or other means in quantities over 4,200 gallons.

Duration: Permanent

Cost: None

Terminal Operator License

A terminal operator, whether a person, partnership or corporation, that has responsibility and physical control over the operation of a terminal.

Duration: Permanent

Cost: None

Bulk Plant Operator License

A bulk plant operator, whether a person, partnership or corporation, that has responsibility and physical control over the operation of a bulk plant.

Duration: Permanent

Cost: None

LPG User License

An LPG user in South Dakota who wishes to purchase tax-unpaid LPG in bulk and have it delivered into a storage tank which has an attached liquid transfer line must be licensed.

Duration: Permanent

Cost: None

Highway Contractor License

A highway contractor, whether a person, partnership or corporation, that engages in highway construction work. A highway contractor must also have a contractor's excise tax license.

Duration: Permanent

Cost: None

Refund Claimants License

All fuel consumers who submit a refund claim for fuel taxes they have paid must be licensed as refund claimants.

Duration: Permanent

Cost: None

International Fuel Tax Agreement (IFTA)

The International Fuel Tax Agreement (IFTA) is a plan to simplify the reporting of all fuel (gasoline, diesel, propane and gasohol) use taxes by commercial motor carriers.

Duration: 1 year, (2 month grace period)

Cost: \$0.50 per vehicle

International Registration Plan (IRP)

The International Registration Plan is a plan to simplify the licensing of vehicles involved in interstate commercial movement.

Duration: 1 year

Cost: Varies depending on a number of different factors, some of which include the year of the vehicle and the combined gross licensing weight.

Temporary Commercial Permit

A temporary permit which is issued in 30 day increments up to 1 year that allows a vehicle to operate commercially in South Dakota

Duration: 30 days up to 1 year

Cost: Varies based on the combined gross licensing weight.

Motor Vehicle Dealer Temporary Permits

Type of Permit Requested:		Issue Period	Fee
Motor Vehicle Manufacturer (All vehicles except trailers)	Display Only	10 Days	\$150; \$100 if purchased 5 days before event
Motor Vehicle Customizer (All Vehicles except trailers)	Display Only	10 Days	\$150; \$100 if purchased 5 days before event
Trailer Manufacturer	Display Only	10 Days	\$75; \$50 if purchased 5 days before event
Motorcycle Dealer (New)*	Sell	10 Days	\$300; \$200 if purchased 5 days before event
<i>*(permit can only be sold if motorcycles being sold are not franchised in SD)</i>			
Motorcycle Dealer Selling USED motorcycles only	Sell	10 Days	\$300; \$200 if purchased 5 days before event
Boat and Boat Trailer Dealer (New or Used)	Sell	10 Days	\$200
Trailer Dealer (New)*	Sell	10 Days	\$225; \$150 if purchased 5 days before event
<i>*(permit can only be sold if motorcycles being sold are not franchised in SD)</i>			
Trailer Dealer (New)**	Display Only	10 Days	\$225; \$150 if purchased 5 days before event
<i>** (Allows for the DISPLAY ONLY of a new trailer(s) already franchised in SD)</i>			
Trailer Dealer Selling USED trailers only	Sell	10 Days	\$225; \$150 if purchased 5 days before event

Securities Division

Registration of Securities

Required to offer and sell public securities in South Dakota.

Duration: 1 year

Cost: \$1.00 per \$1,000 registered up to \$500,000

0.75 per \$1,000 after \$500,000

100 minimum

\$2,000 Maximum filing fee

Extension of registration fee

\$25 Annual report filing fee

Broker/Dealer License

Required for firms selling securities in South Dakota. Exemptions may be available.

Duration: 1 year

Cost: \$150

Agent License

Required for salespersons working for broker/dealers.

Duration: 1 year

Cost: \$125

State Investment Advisor License

Required for firms that advise consumers regarding the purchase and sale of securities for remuneration and do not meet the SEC federal requirements for filing.

Duration: 1 year

Cost: \$100

Notification Investment Advisor License

Required for firms that meet the federal notice filing requirements.

Duration: 1 year

Cost: \$200

Investment Advisor Representative License

Required for salespersons working for investment advisors.

Duration: 1 year

Cost: \$50 – Federal covered

Notification Filing

Exemption for certain qualified, public, open-end and closed-end mutual funds and unit investment trusts.

Duration: 1 year

Cost: \$150, \$500, \$1,000 & \$2,000

\$50 - Name Change

\$250 – Closed End

Private Placement Exemption

Exemption allowing offers and sales of securities to a limited number of people in South Dakota for non-publicly offered securities.

Duration: 1 year

Cost: \$200

Registration of Brand-Name Franchises

Registration required before anyone can offer or sell a franchise.

Duration: 1 year

Cost: \$250

Renewals - \$100

Amendments - \$50

Franchise Exemptions - \$250

Registration of Business Opportunities

Registration required before anyone can offer or sell a business opportunity.

Duration: 1 year

Cost: Application \$100

Renewal \$50

Reg. D-504 and 505

Notification of offering made pursuant to federal rule 504 and 505.

Cost: \$200

Reg. D-506

Notification of offering made pursuant to federal rule 506.

Cost: \$250

Special Taxes Division**Amusement Machine Registration**

Any and all mechanical or electronic amusement devices offered to the public for use must be licensed. This registration fee is in lieu of city sales tax.

Duration: Renewable each fiscal year

Cost: \$12 per machine

Temporary licenses cost \$3.00 per machine (for fairs and carnivals).

Beer License*

Any person(s) or business that handles malt beverage beer as a brewer or wholesaler or sells malt beverage beer to be consumed on or off the premises must be licensed.

Duration: Renewable each fiscal year

Cost: \$250 for on – off sale retail

\$150 for package retail

\$500 for brew pub type

\$400 for wholesaler

\$150 for transfers

Liquor License*

Any person(s) or business engaged as a carrier, dispenser, distiller, solicitor, transporter, wholesaler, packager, or retailer of liquor must be licensed.

Duration: Renewable each year

Cost: For a first class city, initial license cost is at least \$1.00 per person residing in that municipality. Renewal fee is \$1,500. For other than first class city, initial and renewal are \$900 to \$1,500 for on sale, \$300 to \$500 for package off sale, \$25 for solicitor and transporter, \$100 for carrier, \$5,000 for wholesaler, \$4,000 for distiller, \$10 for dispenser (pharmacies hospital labs), and \$150 transfer costs.

Farm Winery *

The applicant must be the owner of a South Dakota farm. This license allows the licensee to produce table wine, sparkling or sacramental wine. Licensee would be able to produce and sell their own wine; to sell any other brands they would have to have liquor, beer or wine licenses. The farm winery licensee must sell South Dakota grown product unless they request permission from the Department of Revenue & Regulation to use juice from outside the state.

Duration: Renewable each fiscal year

Cost: \$100 per year

Package Wine License *

This license can be applied for by Farm Winery licensees only. It allows the Farm Winery to sell other brands of wine for consumers to take off the premises.

Duration: Renewable each calendar year

Cost: \$150

Wine, Restaurant On-Sale *

This license is available only to restaurants or hotel/motel facilities for the purpose of selling light wines (3.2 to 14 percent alcohol content) on the premises.

Duration: Renewable each calendar year

Cost: \$500

Note: A license is required for **any alcohol sale. Please contact your local authorities and our office for more information on requirements.*

Severing Energy Minerals or Precious Metals

No license is required by the Department of Revenue & Regulations but there is a tax due quarterly on the products severed (most typical are oil, gas, gold, silver).

Coin Operated Washer & Dryer License

Operators of coin operated laundromats and any coin operated washer or dryer whether in laundromat, an apartment house or other location, must have this license in lieu of the sales or use tax provisions.

Duration: Renewable each calendar year

Cost: \$8 to \$10

Tobacco Distributor License

Any person or entity that buys at least 75 percent of their cigarettes directly from the manufacturer must have this license. (Retailers who sell directly to consumers do not need this license.)

Duration: Renewable each fiscal year

Cost: \$150 annually, \$75 semiannually

Tobacco Wholesaler License

Any person who buys cigarettes already stamped from a tobacco distributor and sells cigarettes primarily through vending machines must have this license. (Retailers who sell directly to consumers do not need this license.)

Duration: Renewable each fiscal year

Cost: \$150

Trading Stamps License

All trading stamp and coupon companies who wish to provide retailers with their products must be licensed.

Duration: Renewable each calendar year

Cost: \$50

Distributors of Bingo or Lottery Supplies & Equipment

Any person who wishes to sell or otherwise furnish bingo or lottery supplies and equipment must be licensed as a distributor and may only buy from a licensed manufacturer.

Duration: Renewable each calendar year

Cost: \$5,000

Manufacturer of Bingo or Lottery Supplies & Equipment

Manufacturers of bingo or lottery equipment and supplies must be licensed to do business in South Dakota and may only sell to licensed distributors.

Duration: Renewable each calendar year
Cost: \$2,500

**Department of Transportation
Becker/Hanson Building
700 East Broadway
Pierre, SD 57501-2586
(605) 773-3265**

Construction of New Facilities

Permits are required for the construction of new facilities that have an approach which accesses a state highway. The Region Engineers, who can be reached at the following locations, issue the approach permits:

Aberdeen Region: 626-2244
Mitchell Region: 995-8129
Pierre Region: 773-3464
Rapid City Region: 394-2244

If you don't know the region in which you are located, contact the Operations Support Office in Pierre at (605) 773-3571.

Excess Weight & Size Permits

Any motor carrier that exceeds the legal weight and/or size limits set by the state of South Dakota must receive special permits. The permit process is administered by the Transportation Commission under the Administrative Rule process. The permits are issued by the South Dakota Ports of Entry and the South Dakota Highway Patrol. They may be contacted at:

Sisseton Port: 698-3925
Toll-Free: 1-800-637-3255 (staffed daily, 24 hours per day)
Highway Patrol: 773-4578

Permits may also be obtained via the internet through the Automated Permit Process available at www.sdtruckinfo.com

An electronic version of Motor Carrier Handbook listing the permits and rules is available via the internet at www.sdtruckinfo.com or a hard copy can be obtained by contacting:

Department of Transportation
700 East Broadway
Pierre, SD 57501-2586
(605) 773-3571

Highway Patrol
118 West Capitol
Pierre, SD 57501-2586
(605) 773-4578

Professional & Occupational Licensing

The following boards/commissions issue and regulate the licensing of individuals and corporations in order for them to practice in the state of South Dakota.

Duration: Varies

Cost: Varies

Abstracter's Examiners (Board of)	869-2269	Department of Revenue & Regulation
Accountancy (Board of)	367-5770	Department of Labor
Appraiser Certification Program	773-4608	Department of Revenue & Regulation
Banking (Division of)	773-3421	Department of Revenue & Regulation
Barber Examiners (Board of)	642-1600	Department of Labor
Chiropractic Examiners (Board of)	668-9017	Department of Health
Cosmetology Commission	773-6193	Department of Labor
Counselor Examiners (Board of)	331-2927	Department of Human Services
Dentistry (Board of)	224-1282	Department of Health
Driver Licensing	773-6883	Department of Public Safety
Electrical Commission	773-3563	Department of Labor
Fire Marshal	773-3562	Department of Public Safety
Funeral Service (Board of)	642-1600	Department of Health
Gaming Commission	773-6050	Department of Revenue & Regulation
Hearing Aid Dispenser/Audiology	642-1600	Department of Health
Highway Safety	773-4493	Department of Public Safety
Highway Patrol	773-3105	Department of Public Safety
Human Rights (Division of)	773-4182	Department of Labor
Inspection Program	773-3697	Department of Public Safety
Insurance (Division of)	773-3563	Department of Revenue & Regulation
Medical Examiners (Board of)	334-8343	Department of Health
Nursing (Board of)	362-2760	Department of Health
Nursing Home Admin (Board of)	331-5040	Department of Health
Optometry (Board of)	347-2136	Department of Health
Petroleum Release Comp. Fund	773-3769	Department of Revenue & Regulation
Pharmacy (Board of)	362-2737	Department of Health
Plumbing Commission	773-3429	Department of Labor
Podiatry (Board of)	642-1600	Department of Health
Psychologist Examiners (Board of)	642-1600	Department of Human Services
Real Estate Commission	773-3600	Department of Revenue & Regulation
Securities (Division of)	773-4823	Department of Revenue & Regulation
Social Work Examiners (Board of)	642-1600	Department of Human Services
Technical Professions (Board of)	394-2510	Department of Labor
Veterinary Medical (Board)	773-3321	Department of Agriculture