

Commonwealth of Kentucky  
Board of Interpreters for the  
Deaf and Hard of Hearing  
P.O. Box 1360  
Frankfort, KY 40602  
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[KBI@ky.gov](mailto:KBI@ky.gov)



## REPORT OF SERVICE BY NONRESIDENT INTERPRETER

DPL-KBI-011  
Rev. October 2024  
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KRS 309.304  
201 KAR 39:130

You are required to report each service provided by you as a nonresident interpreter in Kentucky if you do not hold a Kentucky interpreting license. You must report each interpreting service you provide in Kentucky by submitting this form to the Kentucky Board of Interpreters for the Deaf and Hard of Hearing (KBI) **within ten (10) business days of the service**. The reporting requirement is authorized by KRS 309.304 and 201 KAR 39:130.

Nonresident interpreters are exempt from licensure so long as they provide interpreting service in the state **for less than 20 days per year**. A nonresident interpreter **shall report each date of nonresident interpreting service** for each day a service is provided after registration.

Note: A nonresident interpreter using this form shall already be registered as a nonresident utilizing the form DPL-KBI-010, Registration of Nonresident Interpreter.

Each partial day of interpreting shall be counted as a full day.

Full Name	
Registration Number	
Date of service	
Service location	

This form may be returned by email to [kbi@ky.gov](mailto:kbi@ky.gov) or mail to Kentucky Board of Interpreters for the Deaf and Hard of Hearing, P. O. Box 1360, Frankfort, Kentucky 40602. **You must submit this report for each date of service in the state.**