



DEPARTMENT OF FINANCIAL SERVICES

*Division of Agent & Agency Services – Bureau of Licensing
200 East Gaines Street Larson Building Room 419
Tallahassee, FL 32399-0319*

**STATE OF FLORIDA
DEPARTMENT OF FINANCIAL SERVICES
APPOINTMENT EXCEPTION FORM
FILING INSTRUCTIONS**

The Department of Financial Services online appointment process, *eAppoint*, must be used for effectuating new appointments and may be accessed on the Department's website at <http://www.fldfs.com/>. This form is only to be used at the instruction of the department. If you have not already obtained approval to submit this form, please call us at (850) 413-3137. All forms submitted without prior approval will be returned.

Once approval has been granted you will need to forward this completed form along with any required fees to the department.

This form can be duplicated as long as it is a clear and legible copy. All forms, which are not clear and legible, will be returned.

*Send completed form to:
Florida Department of Financial Services
Bureau of Licensing
Revenue Processing Section
Post Office Box 6000
Tallahassee, Florida 32314-6000*

Name and Address of Appointing Entity

State of Florida
Department of Financial Services

Bureau of Licensing
Revenue Processing Section
Post Office Box 6000
Tallahassee, FL 32314-6000

Company Code

Appointing Form
Print or Type

Part I

Table with 6 columns: Section 1 (License Number), Section 2 (Last Name, First Name and Middle Initial), Section 3 (County Code), Section 4 (Type & Class of Insurance), Section 5 (Appt. Fee), Section 6 (Appointment Date)

PART II (Must be completed if applying for NONRESIDENT ONLY – County Appointments.)

Licensee must have a state appointment (\$60.00) for your company. In addition, indicate the counties in which you wish the agent to be appointed by marking the appropriate boxes (\$6.00 per county). If you wish the agent to be appointed in all Florida counties, mark the appropriate box (\$402) (See reverse side for County Codes).

- Grid of county selection boxes: 01 Dade, 02 Duval, 03 Hillsborough, 04 Pinellas, 05 Polk, 06 Palm Beach, 07 Orange, 08 Volusia, 09 Escambia, 10 Broward, 11 Alachua, 12 Lake, 13 Leon, 14 Marion, 15 Manatee, 16 Sarasota, 17 Seminole, 18 Lee, 19 Brevard, 20 St. Johns, 21 Gadsden, 22 Putnam, 23 Bay, 24 St. Lucie, 25 Jackson, 26 Osceola, 27 Highlands, 28 Pasco, 29 Columbia, 30 Hardee, 31 Suwannee, 32 Indian River, 33 Santa Rosa, 34 Desoto, 35 Madison, 36 Walton, 37 Taylor, 38 Monroe, 39 Levy, 40 Hernando, 41 Nassau, 42 Martin, 43 Okaloosa, 44 Sumter, 45 Bradford, 46 Jefferson, 47 Citrus, 48 Clay, 49 Hendry, 50 Washington, 51 Holmes, 52 Baker, 53 Charlotte, 54 Dixie, 55 Gilchrist, 56 Hamilton, 57 Okeechobee, 58 Calhoun, 59 Franklin, 60 Glades, 61 Flagler, 62 Lafayette, 63 Union, 64 Collier, 65 Wakulla, 66 Gulf, 67 Liberty, 111 All Counties \$402

Total Fees of Part I and II \$

PART III (MUST BE COMPLETED)

- 1. Has the applicant listed above pled guilty or nolo contendere to or been found guilty of a felony or a crime involving moral turpitude since becoming licensed for the Type and Class of appointments requested herein?
2. (TITLE AGENT ONLY) I certify that the title agent appointed has obtained errors and omissions insurance in an amount acceptable to us but not less than \$250,000 per claim and an aggregate limit with a deductible no greater than \$10,000.
3. (TITLE AGENCY ONLY) I certify the agency appointed has obtained a fidelity bond in an amount, not less than \$50,000, acceptable to us.
4. (MORTGAGE GUARANTY ONLY) I guarantee that the mortgage guaranty agent being appointed will receive the necessary training to enable him/her to hold himself/herself out to the public as a mortgage guaranty insurance agent.
5. (NONRESIDENT PROPERTY & CASUALTY AGENTS ONLY) Will the appointed agent handle surplus lines business for a Risk Retention/Purchasing Group?
6. I, the undersigned, certify that the answers given above are true and correct and that the person for whom an appointment is requested, has been thoroughly investigated as to integrity and character: that his/her reputation is good; and he/she is trustworthy.
7. A licensed general lines agent must sign below when appointing a Customer Representative or Limited Customer Representative. Additionally, when this form is completed and submitted to the Department, please complete and retain in your agency records Form DFS-H2-1124. "DESIGNATION OF SUPERVISING AGENT FOR CUSTOMER REPRESENTATIVES AND LIMITED CUSTOMER REPRESENTATIVES."

Signature of the Appointing Official

Print or Type Name of Appointing Entity Official

Title

Date

