



It is your responsibility to ensure you have the most [current version](#) of this document.

Resident and Non-Resident Motor Vehicle Service Agreement Salesperson

TYPE AND CLASS:

2-53 Motor Vehicles Service Agreement Salesperson - Firm License

Common Use(s) of License:

Florida Statutes defines a “MOTOR VEHICLE SERVICE AGREEMENT SALESPERSON” as a dealership, corporation, partnership or sole proprietorship employed or otherwise retained by an insurer or motor vehicle service agreement company for the purpose of selling or issuing motor vehicle service agreements or for the purpose of soliciting or retaining other salesperson.

STEPS TO OBTAIN 2-53 MOTOR VEHICLE SERVICE AGREEMENT SALESPERSON - FIRM:

Step 1 - You must:

- Complete an online application for License and submit appropriate fees. [Apply](#) for license.

Step 2 - Apply:

- Create an individual [MyProfile](#) account and complete the online application for a Motor Vehicles Service Agreement Salesperson license. Answer all of the questions and pay the fees to complete online application.
[Review fees](#)
[Apply](#)

Step 3 - Status notification(s):

- Once an application has been submitted, you may check your [MyProfile](#) account for the status of your application. Deficiencies will be listed under the pending license type.
 - Once all the above steps have been satisfied, the department will send your approval by email. You may then go to your [MyProfile](#) account and click the “Wallet” and/or “Letter” hyperlink(s), under the “Print Licenses” section, to generate a copy of your license for printing.
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Special Note:

- The majority owner, partner, officer and director of the agency are not required to be fingerprinted.
- Appointment required. — No person may solicit, negotiate, or effectuate motor vehicle service agreements in this state unless such person is licensed as a salesperson and appointed with a Florida authorized insurer or motor vehicle service agreement company. A licensed and appointed salesperson shall be directly responsible

and accountable for all acts of the licensee's employees. Expiration of License: This license will expire if unappointed for 48 months. Section 626.431(3), Florida Statutes.

- Third party access must be authorized by the licensee through MyProfile in order for the third party to manage the licensing submissions and changes on behalf of the licensee.
- Related Florida Statute: 634.011, 634.171