



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

## Temporary Non-Resident Surplus Lines Agent

TYPE AND CLASS:

**T91-20 Non-Resident Temporary Surplus Lines**

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### Common Use(s) of License:

A “TEMPORARY RESIDENT SURPLUS LINES AGENT” as a licensed surplus lines agent’s employee, family member, business associate, or personal representative for the purpose of continuing or winding up the business affairs of the surplus lines agent or agency. Applicant may only replace a surplus lines agent that has died or become unable to perform his or her duties as agent because of military service or illness or other physical or mental disability. There must not be any other person connected with the surplus lines agent’s business who is licensed as a surplus lines agent.

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### STEPS TO OBTAIN T91-20 NON-RESIDENT SURPLUS LINES LICENSE:

**Step 1** - You must:

- Be a natural person at least 18 years of age.
- Be a non-resident of the State of Florida.
- Be a [United States citizen or legal alien](#) who possesses a work authorization from the United States Immigration and Naturalization Services.
- Be licensed as a non- resident general lines insurance agent (9-20) and appointed with an authorized insurer.

**Step 2** - Apply:

- Answer all of the questions and pay the fees to complete online application.  
[Review fees](#)  
[Apply](#)  
[Fingerprinting fees](#) are not included and must be paid directly to vendor

**Step 3** - Fingerprints:

- You must be [fingerprinted](#).

**Step 4** - 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 temporary license is valid for four (4) months and cannot be renewed.
- [Foreign Insurance Agents please view reciprocity information.](#)
- Surplus lines agents must appoint themselves after getting licensed. To do this:
  1. Log in to your [MyProfile](#) account.
  2. Select the "Access eAppoint" link on the right.
  3. If you have never used eAppoint, you must first register and will need to select "Register to become an appointing entity".
  4. Once you have completed step #2 or #3 above, you will be able to select "New Appointment" in the eAppoint Workbench. Once "New Appointment" has been selected, follow the on-screen instructions and pay the \$150 appointment fee to complete your self-appointment. Note: This appointment will need to be renewed during your birth month 2 years after the initial appointment effective date, and every 24 months after, to maintain this license.
- **FLSO MEMBERSHIP:**

Any individual, licensed as a surplus lines agent under §626.927 and §626.9272, Florida Statutes, shall be deemed a member of the [Florida Surplus Lines Service Office](#) (FLSO), a not-for-profit, self-regulating association. Upon receiving your Florida Surplus Lines Agent License, you will need to complete a New Agent Membership form by visiting: <https://slip.flsso.com> and selecting "Register".

More information can be [found on their website](#).
- 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. NOTE: Third party access will not permit the third party to receive criminal history information through deficiency requests or otherwise, unless provided by the applicant in writing.
- Related Florida Statutes: [626.015](#), [626.927](#), [626.901-626.939](#)