



**WILTON SIMPSON
COMMISSIONER**

Florida Department of Agriculture and Consumer Services
Division of Consumer Services

**PROFESSIONAL SOLICITOR
INDIVIDUAL LICENSE APPLICATION**

Solicitation of Contributions Act
Chapter 496.4101, Florida Statutes
Rule 5J-7.010, Florida Administrative Code

1-800-HELP-FLA (435-7352) • (850) 410-3800
www.FDACS.gov • (850) 410-3804 Fax

Submit online at
www.FDACS.gov

or

Return completed application to:

FDACS
Solicitation of Contributions
2005 Apalachee Pkwy.
Tallahassee, FL 32314-6700

Select one: New Application Renewal SI# _____ DTN# _____ (listed on the renewal application)

TO APPLY fill this form out completely (**PRINT OR TYPE**) and return it with all attachments, to the Bureau of Compliance at the address in the upper right-hand corner. All documents and attachments submitted with this application may be subject to public review pursuant to chapter 119, Florida Statutes (F.S.).

Legal Name:	Date of Birth:
Government Issued ID Number:	State of Issue and Type of Government ID: /
Street Address:	City, State, Zip:
Telephone: ()	Email Address (Required):

Employer Information

Professional Solicitor's Legal Name:	License Number, as issued by the Department: SS-
Physical Street Address:	
City, State, Zip:	Telephone No:

NOTE: If you intend to act as a solicitor for more than one company, please provide us with the additional employer information on a separate page using the same format and attach it to this application.

F&A Use Only

Org Code: 42 10 06 25 000
EO: A2
Object Code: 004156

CRIMINAL AND LITIGATION HISTORY

Please select either **YES** or **NO** to the questions below. If you answered yes to any of the following, please explain your answer on "Exhibit A" (*make additional copies as needed using the same format*).

NOTE: A person may not act as a professional solicitor, and a professional solicitor, or an officer, director, trustee, or employee thereof, may not solicit for compensation, knowingly employ an officer, trustee, director, or employee, or a person with a controlling interest therein, who has, in any state, regardless of adjudication, been convicted of, been found guilty of, or pled guilty or nolo contendere to, or has been incarcerated within the last 10 years as a result of having previously been convicted of, been found guilty of, or pled guilty or nolo contendere to, a felony within the last 10 years involving fraud, theft, larceny, embezzlement, fraudulent conversion, or misappropriation of property, or a crime arising from the conduct of a solicitation for a charitable organization or sponsor, or has been enjoined in any state from violating a law relating to a charitable solicitation. The prohibitions in this subsection also apply to a misdemeanor in another state which constitutes a disqualifying felony in this state. [s. 496.410(14), F.S.]

- Yes** **No** Have you, in any state, regardless of adjudication, previously been convicted of, been found guilty of, or pled guilty or nolo contendere to, or been incarcerated within the last 10 years as a result of having previously been convicted of, been found guilty of, or pled guilty or nolo contendere to, a crime within the last 10 years involving fraud, theft, larceny, embezzlement, fraudulent conversion, or misappropriation of property? [s. 496.410(2)(b), F.S.]
- Yes** **No** Have you, in any state, regardless of adjudication, previously been convicted of, been found guilty of, or pled guilty or nolo contendere to, or been incarcerated within the last 10 years as a result of having previously been convicted of, been found guilty of, or pled guilty or nolo contendere to a crime within the last 10 years arising from the conduct of a solicitation for a charitable organization or sponsor, or been enjoined in any state from violating a law relating to a charitable solicitation? [s. 496.410(2)(b), F.S.]
- Yes** **No** Are you, in any state, involved in pending litigation or have you had entered against you an injunction, a temporary restraining order, or a final judgment or order, including a stipulated judgment or order, an assurance of voluntary compliance, a cease and desist order, or any similar document, in any civil or administrative action involving fraud, theft, larceny, embezzlement, fraudulent conversion, or misappropriation of property? [s. 496.410(2)(c), F.S.]
- Yes** **No** Have you been enjoined from violating any law relating to a charitable solicitation? [s. 496.410(2)(c), F.S.]

Exhibit A

Legal Name:

Court or administrative agency rendering the decision, judgment or order:

Governmental agency which brought the action:

Nature of conviction, judgment, order or action:

Date of Action:

Docket Number:

____ / ____ / ____

Please attach additional sheets as necessary using the same format.

ADDITIONAL REQUIREMENTS

Section 496.4101, Florida Statutes, requires that each officer, director, trustee, or owner of a professional solicitor and any employee of a professional solicitor conducting telephonic solicitations during which a donor's or potential donor's personal financial information is requested or provided must, before engaging in solicitation activities, obtain a solicitor license from the department. As used in section 496.4101(1), F.S., the term "personal financial information" includes, but is not limited to, social security numbers, credit card numbers, banking information, and credit reports.

Fingerprinting: Submission of fingerprints is required for each officer, director, trustee, or owner of a professional solicitor and any employee of a professional solicitor conducting telephonic solicitations during which a donor's or potential donor's personal financial information is requested or provided.

Fingerprints can be submitted electronically through a Livescan Service Provider. An electronic fingerprint submission will reduce the time it takes for law enforcement authorities to complete the required criminal history background check and to return the results of that background check to the department.

A list of applicant Livescan Service Providers can be found at <http://www.fdle.state.fl.us/Criminal-History-Records/Registered-LiveScan-Submitters>. Out of state applicants can do an internet search to find Livescan Service Providers in your area. The provider must be registered with the Florida Department of Law Enforcement.

After you have paid for your electronic fingerprint submission, you can submit your application to the Division of Consumer Services. Please provide the following ORI number to the Livescan operator-- FL924870Z—so your background checks are routed to the Florida Department of Agriculture and Consumer Services and your application can be processed.

If you are unable to locate a Livescan Service Provider, you may submit a fingerprint card along with a \$28.25 processing fee (Make check payable to the Florida Department of Agriculture and Consumer Services). All fees are nonrefundable.

Note: It is a violation of the Florida Solicitation of Contributions Act for an applicant to provide inaccurate or incomplete information to the department; fail to maintain a solicitor license as required by s. 496.4101, F.S.; or for a professional solicitor to allow, require, permit, or authorize an employee without an active solicitor license to conduct any solicitations.

CERTIFICATION

I certify the following: (please check)

- I understand that the Florida Department of Agriculture and Consumer Services will conduct an investigation of my background. In that regard, I hereby waive any right of confidentiality as it reasonably relates to this inquiry.

I certify that the information provided is true and correct.

Signature

Printed Name

Title

Date

Telephone Number

Email Address