

Florida Department of Agriculture and Consumer Services
Division of Consumer Services



WILTON SIMPSON
COMMISSIONER

**SELLERS OF TRAVEL
REGISTRATION APPLICATION**

Sections 559.926 – 559.939, Florida Statutes
Rule 5J-9.002, Florida Administrative Code

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

Remit Non-Refundable Application
Fee Online at:
www.FDACS.gov

- or -

Check or Money Order payable to
FDACS and remit with application
to:

FDACS
P.O. Box 6700
Tallahassee, FL 32314-6700

All documents and attachments submitted with this application may be subject to public review pursuant to chapter 119, Florida Statutes (F.S.). PLEASE TYPE OR PRINT. Attach additional pages as necessary using the same format. Annual Registration Fee: \$300 (plus an additional \$100 document submission fee if selling vacation certificates). Active duty military, honorably discharged veterans, military spouses or surviving spouses may be eligible for a waiver of the registration fee. See section 559.928(2)(c), (d), F.S., and rule 5J-9.002, Florida Administrative Code for eligibility requirements.

Please Select one: New Filing Renewal ST#: _____ Change of Owner _____
Previous ST#

Business Information

1. **Business Name** (If applicant is not an individual, state legal name as registered with the Florida Department of State, Division of Corporations):

* **Fictitious (DBA) Name** (if applicable):

*As registered with the Division of Corporations.

2. **Business Street Address** (Include APT or SUITE # in all address lines. May not be a mail drop or virtual address.):

City: _____ State: _____ Zip Code: _____

Mailing Address (if different from above):

City: _____ State: _____ Zip Code: _____

3. **Telephone Number:**
(_____) _____ - _____

Fax Number:
(_____) _____ - _____

Email Address: _____

Website: _____

4. **Name of Contact Person:** _____

Title of Contact Person: _____

Mailing Address (if different from above):

City: _____ State: _____ Zip Code: _____

F&A Use Only

Org Code: 42 10 06 25 000
EO: A2
Object Code: 001109 \$300.00
Object Code: 001110 \$300.00
Object Code: 001114 \$100.00

5. Federal Employer ID #:

6. Vacation Certificate Seller (s. 559.9295, F.S.):
 Yes No

NOTE: Please provide a copy of your vacation certificate documents required by s. 559.9295, F.S. See the Vacation Certificate Checklist located at <https://www.FDACS.gov/content/download/21281/398745/Checklist.pdf> for statutorily required provisions. To expedite processing of this application, highlight each of the provisions in the vacation certificate(s) submitted to the department.

7. Form of organization:

Corporation: _____
Corporation Name

Sole Proprietor: _____, _____, _____
Last Name First Name MI.

Partnership: _____
Partnership Name

Other: _____
Please Describe

State of Incorporation: _____ **Date:** _____ **Document Number:** _____

If a foreign corporation, date filed with the Florida Department of State: _____

Street Address: _____

City: _____ **State:** _____ **Zip Code:** _____

Mailing Address (if different from above): _____

City: _____ **State:** _____ **Zip Code:** _____

Telephone Number: _____ **Email Address:** _____
(_____) - _____

Information about Owners, Partners, or Officers

8. Enter the name and address of each individual owner, all partners, corporate officers, and directors. [s. 559.928(8), F.S.]

Name: _____	Title: _____
Address: _____	
City: _____	State: _____ Zip Code: _____
Telephone Number: _____	Percent of Ownership: _____ %
(_____) - _____	

Name: _____	Title: _____
Address: _____	
City: _____	State: _____ Zip Code: _____ - _____
Telephone Number: (_____) _____ - _____	Percent of Ownership: _____ %

Name: _____	Title: _____
Address: _____	
City: _____	State: _____ Zip Code: _____ - _____
Telephone Number: (_____) _____ - _____	Percent of Ownership: _____ %

9. Enter the name and address of the registered agent:

Name: _____	
Address: _____	
City: _____	State: _____ Zip Code: _____ - _____
Telephone Number: (_____) _____ - _____	

10. Have any persons listed in question #8, (any officers, directors, owners, or general partners):

- Yes*** **No** Been convicted of a crime involving fraud, theft, embezzlement, dishonest dealing, or any other act of moral turpitude or any other act arising out of conduct as a seller of travel?
- Yes*** **No** Failed to satisfy a civil fine or penalty arising out of any administrative or enforcement action brought by any governmental agency or private person based upon conduct involving fraud, theft, embezzlement, dishonest dealing, or any violation of the Florida Sellers of Travel Act?
- Yes*** **No** Had a judgment entered against her or him in any action brought by the department or the Department of Legal Affairs pursuant to ss. 501.201-501.213 or the Florida Sellers of Travel Act?

**If yes, please provide the following information for each individual: (Attach additional sheets as necessary using the same format.)*

Name of Individual:

Nature of Offense:

Date:

Court Having Jurisdiction:

_____/_____/_____
Month Day Year

Disposition of Offense:

Date:

_____/_____/_____
Month Day Year

11. List all other business locations or branch offices (Attach additional sheets as necessary using the same format.):

Name of Business (Additional Location):

Business Street Address:

City: _____ State: _____ Zip Code: _____ - _____

Telephone Number:
(_____) _____ - _____

Name of Manager:

Address:

City: _____ State: _____ Zip Code: _____ - _____

12. Name of all other corporations, business entities, and trade names through which each owner (listed in question #8) of the seller of travel operated, was known, or did business as a seller of travel within the preceding 5 years. (If more than one, provide the following on a separate sheet.)

Name of owner, partner, corporate officer or director:

Name of corporations, business entities or trade names:

13. Will you be authorizing independent agents? Yes No

If Yes, please provide a list of all agents, including the agent's trade name, full name, mailing address, business address, and telephone numbers. Each authorized agent is required annually to file an application with the department prior to engaging in business in this state (ss. 559.928(1) and (3), F.S.). If there are more than twenty-five (25), provide the information on an Excel spreadsheet.

14. Are you an Airlines Reporting Corporation (ARC) member?: Yes No

ARC Owner Since: _____ Member #: _____ Date Appointed: _____
 VTC

NOTE: Please provide a copy of your ARC appointment letter.

Type of Security Provided

15. Please Check One:

Surety Bond (\$25,000): original enclosed on file with the department
 Surety Bond (\$50,000 vacation certificate seller): original enclosed on file with the department

OR

Request for security reduction. Pursuant to s. 559.929, F.S., the security amount shall be \$25,000. A reduction may be granted according to the following:

- A business that has been in operation under the same ownership and control for at least one year, with gross annual sales under \$500,000, may request to reduce its security bond to \$10,000.
- A business that has been in operation under the same ownership and control for at least one year, with gross annual sales between \$500,000 and \$1,000,000, may request to reduce its security to \$15,000.
- A business that has been in operation under the same ownership and control for at least one year, with gross annual sales between \$1,000,000 and \$2,000,000, may request to reduce its security to \$20,000.
- A newly established business, or a business under new ownership may apply to reduce its security to \$10,000. "Newly established" means a business that has operated for less than one year.
- "Newly established" means a business that has operated for less than one year.

Applicant therefore requests Security Reduction to: \$10,000 \$15,000 \$20,000

This request will not be considered unless accompanied by your most recent Federal tax return or an audited financial statement for the immediately preceding fiscal year (not applicable if you are a newly established business).

Request for security waiver. Pursuant to s. 559.929, F.S., the security amount shall be \$25,000. A waiver may be granted according to the following:

Applicant states this Seller of Travel:

- Has had five (5) or more consecutive years of experience as a seller of travel in Florida in compliance with sections 559.926 – 559.939, F.S.; **and**
- Has not had any civil, criminal, or administrative action instituted against it in the vacation and travel business by any government agency or any action involving fraud, theft, misappropriation of property, moral turpitude, or other violation of sections 559.926 – 559.939, F.S.; **and**
- Has a satisfactory consumer complaint history with the department.

Any waiver granted pursuant to this application may be revoked by the department if the seller of travel violates any provisions of the Florida Sellers of Travel Act, or the rules promulgated thereunder.

THE DEPARTMENT DOES NOT APPROVE THE CONTENT OF CONTRACTS OR SCRIPTS WHEN PROCESSING APPLICATIONS FOR LICENSURE. IT IS RECOMMENDED YOU SEEK LEGAL COUNSEL TO ENSURE THESE DOCUMENTS ARE IN COMPLIANCE WITH FLORIDA STATUTES.

Preparer Information

Prepared By *(please print name):*

Title of Preparer:

Telephone Number of Preparer:

(_____) _____ - _____

Application Certification

I am empowered to execute this application on behalf of the above-named entity or individual.

Print Name of Applicant

Title

Signature of Applicant

_____/_____/_____
Month Day Year

Phone Number (required)

**SELLERS OF TRAVEL
SURETY BOND**

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

Section 559.929, Florida Statutes
Rule 5J-9.006, Florida Administrative Code

Return completed form to:

FDACS
Sellers of Travel Program
2005 Apalachee Parkway
Tallahassee, FL 32399-6500

Surety Bond Number:

Date of Surety Bond:

_____ / _____ / _____

KNOWN ALL BY THIS PRESENT INSTRUMENT that we,

Principal (Applicant/Registrant)

Legal Name of Applicant :

Physical Street Address of Seller of Travel:

City: _____ **State:** _____ **Zip Code:** _____ - _____

Mailing Address (if different from above):

City: _____ **State:** _____ **Zip Code:** _____ - _____

Telephone Number:
(_____) _____ - _____

Fax Number:
(_____) _____ - _____

Email Address:

AND

Surety

Name (Full legal name of Surety):

Street Address:

City: _____ **State:** _____ **Zip Code:** _____ - _____

Mailing Address (if different from above):

City: _____ **State:** _____ **Zip Code:** _____ - _____

Telephone Number:
(_____) _____ - _____

Fax Number:
(_____) _____ - _____

Bond # _____

which Surety is authorized to do business and issue surety bonds in the state of Florida, are held firmly bound unto the state of Florida, Department of Agriculture and Consumer Services, ("Obligee"), in the sum of \$ _____ for the use and benefit of any consumer who is injured by the fraud, misrepresentation, breach of contract, financial failure, or violation of any provision of Sections 559.926-559.939, F.S., the Florida Sellers of Travel Act, by the Principal. NOW, THEREFORE, the condition of this obligation is such that if the Principal shall perform or cause to be performed the contracted services for which the Principal may be held liable by reason of the Principal's failure to perform, fulfill, or carryout any contract, agreement, or arrangement governed by Sections 559.926-559.939, F.S., and shall not injure a consumer by fraud, misrepresentation, breach of contract, financial failure or violation of the Florida Sellers of Travel Act by the Principal, then this obligation shall be void. Otherwise this obligation shall remain in force and effect in law subject, however, to the following limitations:

- 1. That the Obligee (state of Florida) shall notify the Surety of any default of the Principal hereunder, at the earliest possible time following the discovery of such default.
- 2. That the Surety shall promptly notify the Obligee in writing of any changes in either the Principal or amount of bond set forth above. However, failure of the Surety to provide such notice shall not affect the validity of this bond.
- 3. That if the Surety shall so elect, this bond may be canceled by giving 30 days written notice to the Obligee. Said notice shall contain full name, city, and state where the Principal is located, and the agency code number assigned to the Principal by the Obligee. The Surety, however, will remain liable for any default occurring during the period up to the expiration of said 30 day notice and such 30 day period shall begin only upon receipt of said notice by the Obligee.
- 4. That in no event shall the Surety be liable for a greater amount than that shown above.

This bond is effective this _____ day of _____, 20_____, 12:01 A.M., standard time and shall continue in force until canceled.

In witness hereof, the Principal and Surety have executed this instrument through their respective undersigned representatives, who are fully authorized to execute this instrument, on the _____ day of _____, 20_____.

Principal

Witness

Signature

Witness

Title

Full Legal Name of Principal (Applicant)

Surety

Witness

Signature (Seal)

Witness

Title

Local Agent

Name of Local Agent

Address

Contact Person

Contact Telephone Number