

Fee Processing Card Instructions

Please read these instructions carefully. Complete and detach the bottom portion at the dotted line. Keep the top part for your records. Return the bottom part with your payment as instructed. Insurance forms may be downloaded from our website.

Attach this Fee Processing Card below (form FIS 0223) to your payment for applications for insurance license (using form FIS 0221 and/or the NAIC Uniform Application for Business Entity).

Please make your payment using a check or money order made payable to: State of Michigan.
Fees submitted are non-transferable and non-refundable.

Complete the Fee Processing Card, by typing or printing the applicant or licensee name and either your System ID Number if you are already licensed, OR Social Security Number (for individuals) / Employer I.D. Number (business entities) if you are a new applicant. Use the checkbox(es) to indicate the fee(s) you are paying.

Applications if an exam IS required: Submit your application form, form FIS 0223 Fee Payment Card, and payment at the exam site when taking your exam.

Applications if an exam IS NOT required: Submit your completed application, form FIS 0223 Fee Payment Card, and payment to the address at the right.

Mailing and delivery address

**Prometric/OFIR
1701 S Waverly Rd Ste 104
Lansing MI 48917-4300**



Michigan Department of Labor & Economic Growth

DLEG is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

Visit OFIR online at: www.michigan.gov/ofir Phone OFIR toll-free at: 1-877-999-6442



Please cut form on this line. Retain top part for your records. Return bottom part with your payment. Please do not use staples.



FIS 0223 (10/08) Office of Financial & Insurance Regulation

Use a separate card for each application. If you have questions about this form, please phone us toll-free at 877-999-6442.

Make check or money order for full amount due, payable to "State of Michigan"

Fee Processing Card

Application and License Fees		Amount Due
<input type="checkbox"/>	Resident Agency	98-05-01 \$10.00
<input type="checkbox"/>	Non-Resident Agency	98-04-01 \$10.00
<input type="checkbox"/>	Solicitor	98-06-01 \$20.00
<input type="checkbox"/>	Counselor	98-02-01 \$20.00
<input type="checkbox"/>	Insurance Adjuster	98-03-01 \$15.00
<input type="checkbox"/>	Adjuster for the Insured	98-01-01 \$15.00
<input type="checkbox"/>	Surplus Lines Agency	98-07-13 \$110.00
<input type="checkbox"/>	Non-Resident Surplus Lines Agency	98-14-01 \$110.00

Name (Last, First Middle) or Business Entity name

If you are already licensed, enter your 7-digit System ID Number

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New Applicants: Enter Social Security Number (individuals) or Agency Employer ID Number

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