

CE Automatic Fine Payment Voucher

This form is to be mailed with your CE fine payment. If you believe that you qualify for a fine exception, fill out form FIN517 for consideration prior to sending in payment as penalty fines are non-refundable under the Texas Administrative Code.

Calculating Your Automatic Fine

For each hour deficient, send \$50, up to a maximum fine of \$500. **License terms ending prior to 06/01/2018 do not have a maximum fine and may exceed the \$500 limitation.**

To determine your CE deficiency, go to www.sircon.com/texas. Click on "Look up education courses/credit," to view your CE transcript online.

Your Information

Please complete the following:

Name of Licensee: _____

Email Address of Licensee: _____

License Number: _____

Amount of Full Fine Enclosed: _____

Signature

Date

Mailing Instructions:

Make checks or money orders payable to "Texas Department of Insurance."

Via USPS send to:

Agent and Adjuster Licensing, MC-CO-AAL
Texas Department of Insurance
PO Box 12069
Austin, Texas 78711-2069

Via FedEx and UPS send to:

Lockbox Department, MC-CO-AAL
Texas Department of Insurance
208 E. 10th Street
Austin, Texas 78701

Accounting: Use 462 and CRE100

Please return to Agent and Adjuster Licensing Administrative Operations, Continuing Education, mail code CO-AAL.