

## 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](http://www.sircon.com/texas). Click on "Look up education courses/credit," to view your online CE transcript.

### Your Information

Please complete the following:

Name of Licensee: \_\_\_\_\_

E-mail 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:

Texas Department of Insurance  
Agent and Adjuster Licensing  
P.O. Box 12030, MC: CO-AAL  
Austin, Texas 78711-2030

#### Via FedEx and UPS send to:

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

**Accounting: USE 462 and CRE100**  
**PLEASE RETURN TO AGENT AND ADJUSTER LICENSING**  
**ADMINISTRATIVE OPERATIONS, CONTINUING EDUCATION,**  
**MAIL CODE CO-AAL**