

ATHLETE AGENTS **FREQUENTLY ASKED QUESTIONS AND ANSWERS**

BOARD INFORMATION

1. Is there an Athlete Agents' Board?

The athlete agent's profession does not have a formal board or council. All approval of applicants, businesses, and training providers is done by the athlete agents unit, within the department.

2. What are the functions of the department's athlete agents unit?

The function of the athlete agents unit is to license and regulate athlete agents in the State of Florida.

3. What are the statutes and rules that govern athlete agents?

Chapter 468, Part IX of the Florida Statutes and Rule 61-24 of the Florida Administrative Code.

4. Where can I obtain the laws and rules of the Board?

The laws and rules may be obtained on the Board's website at www.MyFloridaLicense.com > Our Businesses & Professions > Athlete Agents > Statutes and Rules.

If you need further assistance, you may call the Customer Contact Center at 850.487.1395.

5. Does the athlete agents unit have a website?

Yes: www.MyFloridaLicense.com > Our Businesses & Professions > Athlete Agents.

LICENSURE INFORMATION

1. Who needs a Florida athlete agents license?

Anyone who, directly or indirectly, recruits or solicits a student athlete to enter into an agent contract, or for any type of financial gain, needs to obtain an athlete agent's license. Anyone who procures, offers, promises, or attempts to obtain employment, promotional fees or benefits for a student athlete with a professional sports team or with any promoter who markets or attempts to market the student athlete's athletic ability or athletic reputation, needs to obtain an athlete agent's license.

2. What is the definition of a student athlete?

A student athlete is any student who:

- Resides in Florida and participates or plans to participate in a school's intercollegiate athletics; or
- Does not reside in Florida, but plans to participate or participates in a Florida

school's intercollegiate athletics.

3. What are the requirements for licensure as an athlete agent?

Any person may be considered for licensure provided that the applicant:

- Is at least 18 years of age;
- Is of good moral character;
- Has completed the application form and remitted the appropriate fees; and
- Has submitted electronic fingerprints for the purpose of a criminal records check by the Florida Department of Law Enforcement and the Federal Bureau of Investigation.

4. Does a criminal history preclude me from being licensed as an athlete agent?

All applications are reviewed on an individual basis. As the criminal records check will reveal any history, it is strongly suggested that you disclose all criminal history on your application. If your application is denied, you will then have recourse for appealing the department's denial of your application. An applicant must have a background check as part of the licensing process. To learn more about fingerprinting, please visit our [Fingerprint FAQs](#).

5. Are there any exemptions for an unlicensed individual acting as an athlete agent?

An unlicensed individual may act as an athlete agent if a student athlete or person acting on the athlete's behalf initiates communication with the individual; and within seven days after the initial act as an athlete agent, the individual submits an application to the department for licensure.

6. Is there an examination and a \$15,000 surety bond requirement?

As of July 1, 2002, the examination and \$15,000 surety bond requirements for licensure as an athlete agent became obsolete.

7. Can you mail an application to me?

Yes, you may request an application by calling the department's Customer Contact Center at 850.487.1395. The application and various other forms relating to athlete agent licensure are available online at www.MyFloridaLicense.com > Apply For/Update Licenses.

TEMPORARY LICENSURE INFORMATION

8. Can I receive a temporary license while my application is being processed?

Yes. The department may issue you a temporary athlete agent license while your application for licensure is pending.

9. How do I apply for a temporary license?

You must submit your request in writing to the department. Please include your name, address, and social security number. The request should be addressed to the Department of Business

and Professional Regulation, Athlete Agents, 1940 North Monroe Street, Tallahassee, Florida 32399-0783.

10. How long is the temporary license valid?

Temporary licenses are valid for 60 days.

11. Can the length of time for a temporary license be extended?

No. Temporary licenses cannot be extended.

12. If I am denied licensure and have been granted a temporary license, is the temporary license still valid?

If the department issues a notice of intent to deny your license application, your temporary license expires and may not be extended during any proceedings or administrative or judicial review.

13. Can I change my address online?

Yes. Visit our website at www.MyFloridaLicense.com > Apply For/Update Licenses. You can also change your telephone number and email address here.

14. Your website provides for "main", "mailing", and "location" addresses. What are the differences?

Three types of addresses have been established to support your needs: main, license mailing, and license location.

Main Address - This address is the primary address on file.

License Mailing Address - This is the address where the mail associated with a particular license will be sent (if different from the main or license location addresses).

License Location Address - This is the address where the place of business is physically located.

An example of the use of different addresses:

If Jane Doe is a contractor that works for ACME Builders, she may have 3 different addresses listed in her profile. Her main address would be the address of ACME Builders' corporate headquarters. Her license mailing may be her home so she doesn't have to visit the office to pick up her mail. Finally, her License Location would be the address of the ACME Builders' local office where she works. If Jane Doe worked independently, she might have only one address on file (Main Address) as her office is the same place she wishes to receive her mail.

15. Can I change all license addresses online?

The main address and license mailing address can be changed online for all license types. License location addresses can also be changed online, except for Barbershops, Cosmetology Salons, Veterinary Establishments, and Talent Agencies. The location for these license types is tied to the license, so a location change will require submission of a new application.

16. How can I change my address if I do not have a computer?

You may submit the change in writing or by fax to:

Department of Business and Professional Regulation
Central Intake Unit – License Maintenance
1940 North Monroe Street
Tallahassee, FL 32399-0783
Fax: 850.488.8040

APPLICATION ASSISTANCE

1. How can I obtain assistance on completing my application?

If you have any questions or need assistance completing your application, please contact the department's Customer Contract Center at 850.487.1395.

2. Where do I mail my application?

Department of Business and Professional Regulation
Central Intake Unit
1940 North Monroe Street
Tallahassee, Florida 32399-0783

3. What are the required fees?

The applicable fees for athlete agent licensure are:

- Application fee - \$500
- Licensure fee - \$750
- Unlicensed activity fee - \$5
- Criminal history records check fee - varies by vendor

RENEWAL INFORMATION

1. How often do I renew my athlete agent license?

All athlete agent licenses are to be renewed May 31st of each even-numbered year.

2. Will I receive a reminder or form in the mail to renew?

Yes. Notices are mailed approximately 90 days prior to the license expiration date.

3. How much are renewal fees?

Please submit your renewal notice and fee of \$445, to the Department of Business and Professional Regulation, Central Intake Unit, 1940 North Monroe Street, Tallahassee, Florida 32399-0783. You may also renew your license online at www.MyFloridaLicense.com or by calling our Customer Contact Center at 850.487.1395.

CONTINUING EDUCATION REQUIREMENTS

1. What are the continuing education requirements for renewal of an athlete agent license?

There are no continuing education requirements for an athlete agent license.

COMPLAINTS

1. I have a complaint about an athlete agent. Whom do I contact?

Contact the department's Customer Contact Center at 850.487.1395 or file a complaint online at www.MyFloridaLicense.com > For Consumers > File a Complaint against a Business or Professional.

2. I have a complaint about an unlicensed athlete agent. Whom do I contact?

Contact the department's toll-free unlicensed activity complaint line at 1.866.532.1440 or file a complaint online at www.MyFloridaLicense.com > For Consumers > File a Complaint against a Business or Professional.