

# MISSISSIPPI

State Licensing Instruction

**Please Type or Print Legible**

1. Complete the Automobile Club Agent Application
2. Employment History – You will need to provide 5 years worth of Employment, Unemployment and/or Education. Please keep in mind there cannot be any gaps in the dates.
3. You must sign the application
4. You will NOT complete any information within the Endorsement Section on the last page.
5. You must submit original documents with an original signature.
6. Make all necessary attachments, if any
7. Mail form with the following filing fees:
  - a. Check or Money Order in the amount of \$5.00 for State Licensing
  - b. Make payable to Motor Club of America Enterprises, Inc.

Mail original forms with filing fees to:

Motor Club of America Enterprises, Inc.  
14313 N May Ave.  
Oklahoma City Ok 73134



**MISSISSIPPI INSURANCE DEPARTMENT**

P.O. BOX 79, JACKSON, MS 39205

*MIKE CHANEY, Commissioner of Insurance*  
*MARK HAIRE, Deputy Commissioner of Insurance*

<b>DEPARTMENT USE ONLY</b>
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**AUTOMOBILE CLUB AGENT APPLICATION**

Check the appropriate box for the license type requested

Privilege Tax \$5.00

- Resident License
- Non-Resident License: Identify Home State: \_\_\_\_\_ Identify Home State License #: \_\_\_\_\_

Demographic Information								
Social Security Number			If assigned, National Producer Number (NPN), Mississippi Privilege License Number and/or FINRA Number					
Last Name JR./SR. etc		First Name		Middle Name		Date of Birth (month) ____ (day) ____ (year) ____		
Residence/Home Address (Physical Street)			City	State	Zip Code	Foreign Country		
Home Phone Number ( ) -		Gender (Circle One) Male <input type="checkbox"/> Female <input type="checkbox"/>		Are you a Citizen of the United States? (Check One) Yes <input type="checkbox"/> No <input type="checkbox"/> (If No, of which country are you a citizen?) _____ (If No, you must supply proof of eligibility to work in the U.S.)				
Business Entity Name								
Business Address (Physical Street)			P.O. Box	City	State	Zip Code	Foreign Country	
Business Phone Number (include extension) ( ) -		Business Fax Number ( ) -		Business E-Mail Address		Business Web Site Address		
Applicant's Mailing Address			P.O. Box	City	State	Zip Code	Foreign Country	
a. List any other assumed, fictitious, alias, maiden or trade names you have used in the past:								
b. List any trade names under which you are currently doing business or intend to do business:								
Agency or Business Entity Affiliations								
List your Insurance Agency Affiliations (Complete only if the applicant is to be licensed as an active member of the business entity)								
FEIN _____		NPN _____		Name of Agency _____				
FEIN _____		NPN _____		Name of Agency _____				
Employment History								
Account for all time for the past five years. Give all employment experience starting with your current employer working back five years. Include full and part-time work, self-employment, military service, unemployment and full-time education.								
				From		To		Position Held
				Month	Year	Month	Year	
Name								
City		State		Foreign Country				
Name								
City		State		Foreign Country				
Name								
City		State		Foreign Country				
Name								
City		State		Foreign Country				
Name								
City		State		Foreign Country				

**Background Information**

The Applicant must read the following very carefully and answer every question. All written statements submitted by the Applicant must include an original signature.

<p><b>1a. Have you ever been convicted of a misdemeanor, had a judgment withheld or deferred, or are you currently charged with committing a misdemeanor?</b></p> <p>You may exclude the following misdemeanor convictions or pending misdemeanor charges: traffic citations, driving under the influence (DUI), driving while intoxicated (DWI), driving without a license, reckless driving, or driving with a suspended or revoked license.</p> <p>You may also exclude juvenile adjudications (offenses where you were adjudicated delinquent in a juvenile court)</p>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<p><b>1b. Have you ever been convicted of a felony, had a judgment withheld or deferred, or are you currently charged with committing a felony?</b></p> <p>You may also exclude juvenile adjudications (offenses where you were adjudicated delinquent in a juvenile court)</p> <p>If you have a felony conviction involving dishonesty or breach of trust, have you applied for written consent to engage in the business of insurance in your home state as required by 18 USC 1033? N/A <input type="checkbox"/></p> <p>If so, was consent granted? (Attach copy of 1033 consent approved by home state) N/A <input type="checkbox"/></p>	Yes <input type="checkbox"/> No <input type="checkbox"/>  Yes <input type="checkbox"/> No <input type="checkbox"/>  Yes <input type="checkbox"/> No <input type="checkbox"/>
<p><b>1c. Have you ever been convicted of a military offense, had a judgment withheld or deferred, or are you currently charged with committing a military offense?</b></p> <p><b>NOTE:</b> For questions 1a, 1b and 1c, “Convicted” includes, but is not limited to, having been found guilty by verdict of a judge or jury, having entered a plea of guilty or nolo contendere or no contest, or having been given probation, a suspended sentence, or a fine.</p> <p>If you answer yes to any of these questions, you must attach to this application:</p> <ul style="list-style-type: none"> <li>a) a written statement explaining the circumstances of each incident,</li> <li>b) a copy of the charging document,</li> <li>c) a copy of the official document, which demonstrates the resolution of the charges or any final judgment.</li> </ul>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<p><b>2. Have you ever been named or involved as a party in an administrative proceeding regarding any professional or occupational license or registration?</b></p> <p>“Involved” means having a license censured, suspended, revoked, canceled, terminated; or, being assessed a fine, a cease and desist or prohibition order, a compliance order, placed on probation or surrendering a license to resolve an administrative action. “Involved” also means being named as a party to an administrative or arbitration proceeding, which is related to a professional or occupational license. “Involved” also means having a license application denied or the act of withdrawing an application to avoid a denial. <b>INCLUDE</b> Any business so named because of your actions, in your capacity as an owner, partner, officer, director, or member, or manager of an LLC.</p> <p><b>You may EXCLUDE terminations due solely to noncompliance with continuing education requirements or failure to pay a renewal fee.</b></p> <p>If you answer yes, you must attach to this application:</p> <ul style="list-style-type: none"> <li>a) a written statement identifying the type of license and explaining the circumstances of each incident,</li> <li>b) a copy of the Notice of Hearing or other document that states the charges and allegations, and</li> <li>c) a copy of the official document, which demonstrates the resolution of the charges or any final judgment.</li> </ul>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<p><b>3. Has any demand been made or judgment rendered against you or any business in which you are or were an owner, partner, officer or director, or member or manager of limited liability company, for overdue monies by an insurer, insured or producer, or have you ever been subject to a bankruptcy proceeding? <u>Do not include personal bankruptcies, unless they involve funds held on behalf of others.</u></b></p> <p>If you answer yes, submit a statement summarizing the details of the indebtedness and arrangements for repayment, and/or type and location of bankruptcy.</p>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<p><b>4. Have you been notified by any jurisdiction to which you are applying of any delinquent tax obligation that is not the subject of a repayment agreement?</b></p> <p>If you answer yes, identify the jurisdiction(s): _____</p>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<p><b>5. Are you currently a party to, or have you ever been found liable in, any lawsuit, arbitration or mediation proceeding involving allegations of fraud, misappropriation or conversion of funds, misrepresentation or breach of fiduciary duty?</b></p> <p>If you answer yes, you must attach to this application:</p> <ul style="list-style-type: none"> <li>a) a written statement summarizing the details of each incident,</li> <li>b) a copy of the Petition, Complaint or other document that commenced the lawsuit, arbitration or mediation proceedings, and</li> <li>c) a copy of the official document, which demonstrates the resolution of the charges or any final judgment.</li> </ul>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<p><b>6. Have you or any business in which you are or were an owner, partner, officer or director, or member or manager of a limited liability company, ever had an insurance agency contract or any other business relationship with an insurance company terminated for any alleged misconduct?</b></p> <p>If you answer yes, you must attach to this application:</p> <ul style="list-style-type: none"> <li>a) a written statement summarizing the details of each incident and explaining why you feel this incident should not prevent you from receiving an insurance license, and</li> <li>b) copies of all relevant documents.</li> </ul>	Yes <input type="checkbox"/> No <input type="checkbox"/>

7. Do you have a child support obligation in arrearage? Yes  No

If you answer yes,

a) by how many months are you in arrearage? \_\_\_\_\_ Months

b) are you currently subject to and in compliance with any repayment agreement? Yes  No

c) are you the subject of a child support related subpoena/warrant? Yes  No

**(If you answered yes, provide documentation showing proof of current payments or an approved repayment plan from the appropriate state child support agency)**

**Applicant's Certification and Attestation**

The Applicant must read the following very carefully:

1. I hereby certify that, under penalty of perjury, all of the information submitted in this application and attachments is true and complete. I am aware that submitting false information or omitting pertinent or material information in connection with this application is grounds for license revocation or denial of the license and may subject me to civil or criminal penalties.
2. Unless provided otherwise by law or regulation of the jurisdiction, I hereby designate the Commissioner, Director or Superintendent of Insurance, or other appropriate party in each jurisdiction for which this application is made to be my agent for service of process regarding all insurance matters in the respective jurisdiction and agree that service upon the Commissioner, Director or Superintendent of Insurance, or other appropriate party of that jurisdiction is of the same legal force and validity as personal service upon myself.
3. I further certify that I grant permission to the Commissioner, Director or Superintendent of Insurance, or other appropriate party in each jurisdiction for which this application is made to verify information with any federal, state or local government agency, current or former employer, or insurance company.
4. I further certify that, under penalty of perjury, a) I have no child-support obligation, b) I have a child-support obligation and I am currently in compliance with that obligation, or c) I have identified my child support obligation arrearage on this application.
5. I authorize the jurisdictions to give any information concerning me, as permitted by law, to any federal, state or municipal agency, or any other organization and I release the jurisdictions and any person acting on their behalf from any and all liability of whatever nature by reason of furnishing such information.
6. I acknowledge that I understand and will comply with the insurance laws and regulations of the jurisdictions to which I am applying for licensure.
7. For Non-Resident License Applications, I certify that I am licensed and in good standing in my home state/resident state for the lines of authority requested from the non-resident state.
8. I hereby certify that upon request, I will furnish the jurisdiction(s) to which I am applying, certified copies of any documents attached to this application or requested by the jurisdiction(s)

\_\_\_\_\_  
Month      Day      Year

\_\_\_\_\_  
Original Applicant Signature

\_\_\_\_\_  
Full Legal Name (Printed or Typed)

**AUTOMOBILE CLUB: ENDORSEMENT SECTION II**

in accordance with Sec. 83-11-237, Mississippi Code of 1972 you are hereby notified of the appointment of the Automobile Club Agent named herein for the period beginning \_\_\_\_\_ and ending on March 31, \_\_\_\_\_.

Month      Day      Year

This certifies that we have duly investigated the character and record of said agent and under the personal supervision and instruction of \_\_\_\_\_ this applicant has become knowledgeable in the field of automobile service contracts and the laws of this state pertaining thereto; that this club agent has personally read and does understand the provisions of Sec. 83-11-237, Mississippi Code of 1972 and that this club agent does thoroughly understand the difference between an automobile service contract and an insurance policy; that we are satisfied that is trustworthy to act as an automobile club agent.

\_\_\_\_\_  
(Automobile Club Identification Number)

\_\_\_\_\_  
(Name of Automobile Club)

\_\_\_\_\_  
Address

\_\_\_\_\_  
(Signature and Title of Company official or Appointing Agent)

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_,

My Commission Expires:

\_\_\_\_\_  
(Notary Public)