

**GUIDELINE FOR AGENT AUTHORIZATION STATEMENT UNDER
WISCONSIN SELLER OF CHECKS LAW**

Agent Authorization {Section 217.03 (2), Wisconsin Statutes}

In lieu of a license from the Department of Financial Institutions (DFI), the licensee is required to furnish each authorized agent not exempt under section 217.04 with an authorization in a format approved by the DFI. The following information is the minimum that must be furnished in the authorization to meet with the approval of the DFI:

- a) Name and/or trade name and address of the principal office of the licensee indicating where its records are maintained
- b) Name and address of authorized agent
- c) Authorized number - this number shall be a combination of the principal license number and a number assigned to the agent by the licensee (Example: 107-4)
- d) The following statement:

(Name of authorized agent) is an authorized agent of (name of licensee and address where records are maintained) for the sale of its checks and money orders under license # _____ dated _____ issued by the Department of Financial Institutions of the State of Wisconsin pursuant to Chapter 217, Wisconsin Statutes.

(Name of Licensee)

Date of Authorization _____ By: _____
(Authorized Signature)

Pursuant to law, this authorization certificate must be conspicuously posted in place of business of above name agent.