

# Exemption Eligibility and Requirements

Florida Division of Workers' Compensation

# What is covered in this video?

- What is an Exemption?
- Who is eligible for an Exemption?
  - Corporate Officer Requirements
  - Limited Liability Member Requirements
- Exemption general information
- How to contact the Division of Workers' Compensation

## Exemption, Policy or Leasing

- Obtain a Certificate of Election to be Exempt (Exemption).
- Obtain a workers' compensation policy from a Florida-licensed insurance agent.
- Lease employees from a Professional Employer Organization or PEO.



## What is an Exemption?

The purpose of obtaining an exemption is for an officer of a corporation or member of a limited liability company to exclude themselves as employees from the workers' compensation laws.

Upon issuance of an exemption, the officer or member is **not considered** an employee of the business and may **not** recover workers' compensation benefits.

**\*\*An exemption does not provide insurance coverage.**

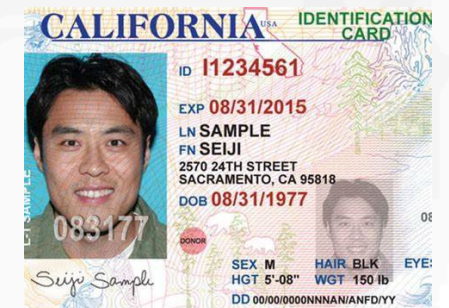
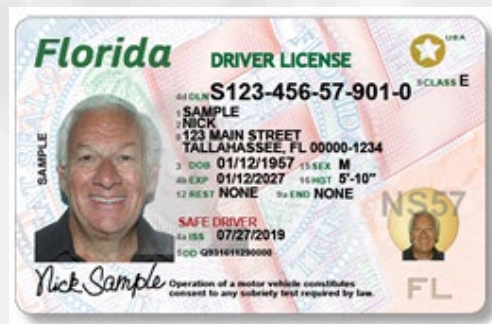
## Who is Eligible for an Exemption?



# Requirements for ALL Exemptions



- The corporation or limited liability company must be registered and listed as active with the Florida Department of State, Division of Corporations.
- Applicant cannot be affiliated with an ACTIVE Stop Work Order (SWO) or Working in Violation (WIV).
- Applicant is required to certify that the officer electing an exemption has completed an online workers' compensation coverage and compliance tutorial prior to completing the exemption application.
- Applicant must provide their VALID driver's license number or Florida identification card number.



## To Apply or Renew:

Please choose one of the following industries to continue:

Construction

Non-Construction

Not sure of your business classification? Please contact the [National Council on Compensation Insurance](#) at 1-800-622-4123.



[www.myfloridacfo.com/Division/wc](http://www.myfloridacfo.com/Division/wc)



## NON CONSTRUCTION INDUSTRY Requirements

- There is no application fee.



### Limited Liability Companies (LLC)

- The applicant must attest to a minimum 10 percent ownership of the LLC.
- No more than 10 members of an LLC may elect to be exempt.

### Corporations

- The applicant must be listed as an officer of the corporation in the records of the Florida Department of State, Division of Corporations.
- There is no limit to the number of corporate officers eligible to obtain an exemption.



## **CONSTRUCTION INDUSTRY Requirements**

- The applicant must attest to a minimum 10 percent ownership of the corporation or limited liability company.
- No more than three officers or members of a limited liability company or of any group of associated companies may elect to be exempt.
- Application processing fee \$50.00; service fees may apply.
- An applicant associated with a payment that is insufficient is not eligible for an exemption.

### **Corporations**

- The applicant must be listed as an officer of the corporation in the records of the Florida Department of State, Division of Corporations.

## **General Information**

- Exemptions are issued to individual officers or members that qualify and not to the corporation or limited liability company.
- A separate application must be submitted for each officer or member wishing to be exempt.
- If an officer or member wishes to be exempt from multiple entities, a separate application must be filed for each.
- Exemptions are valid for a 2 year period.
- The effective and expiration dates are listed on the Certificate of Election to be Exempt.

# How to contact us

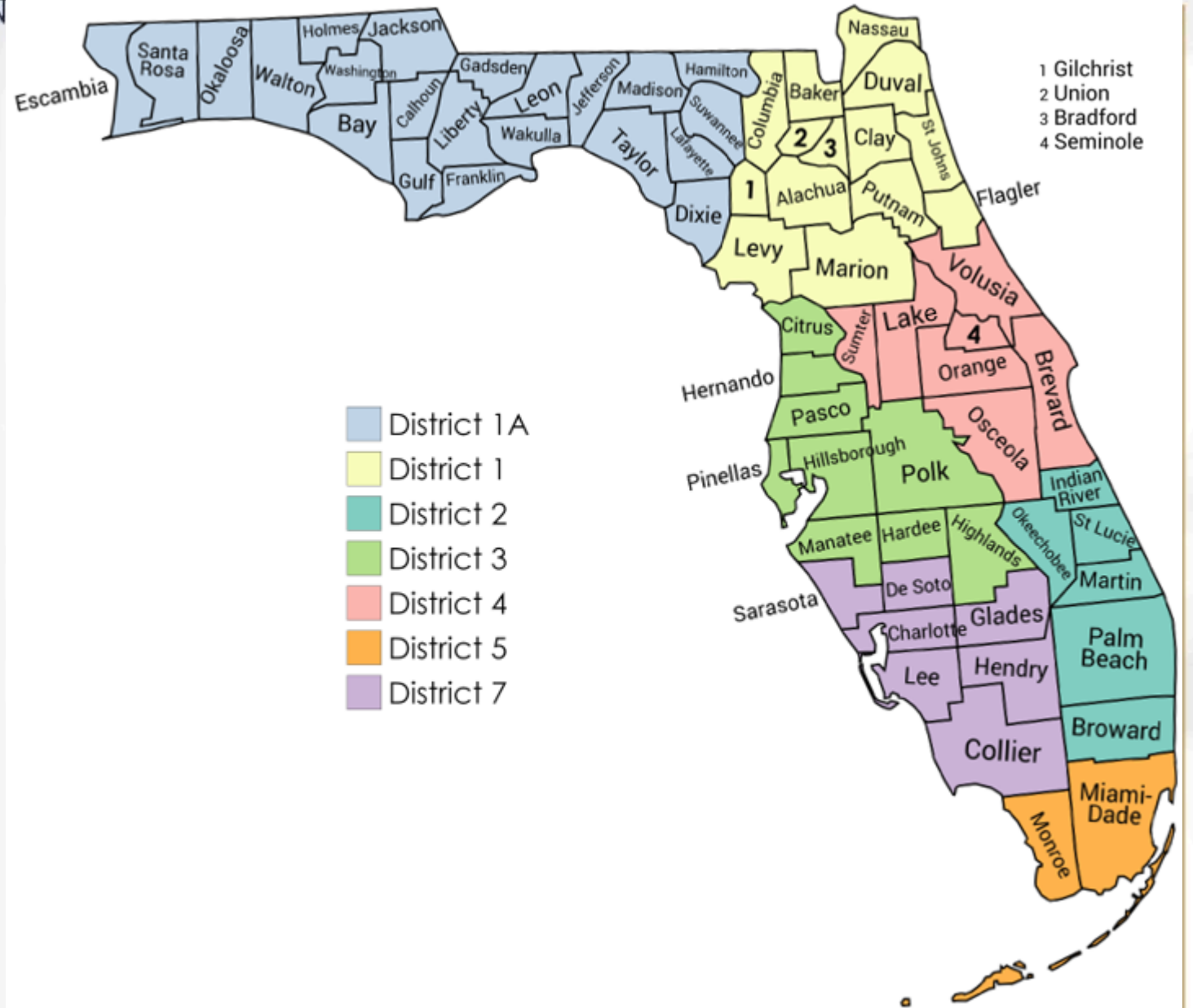
You can contact us for additional assistance by

- Telephone: (850) 413-1609
- Email: [workers.compservice@fldfs.com](mailto:workers.compservice@fldfs.com), or
- Visit one of our offices:

[https://www.myfloridacfo.com/division/wc/Employer/boc\\_offices.htm](https://www.myfloridacfo.com/division/wc/Employer/boc_offices.htm)

You can also visit the Employer section of our website at:

<https://www.myfloridacfo.com/division/wc/Employer/default.htm>



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