



**STATE OF TENNESSEE  
DEPARTMENT OF COMMERCE AND INSURANCE  
Insurance Division – Agent Licensing  
500 James Robertson Parkway  
Nashville, TN 37243-1134  
615 741-2693**

Fax: 615-532-2862

[ce.agent.licensing@tn.gov](mailto:ce.agent.licensing@tn.gov)

**LICENSING REQUIREMENTS FOR  
PORTABLE ELECTRONICS VENDOR**

Effective January 1, 2012, a vendor is required to hold a limited lines license to sell or offer coverage under a policy of portable electronics insurance. A limited lines license issued to a vendor authorizes any employee or authorized representative of the vendor to sell or offer coverage under a policy of portable electronics insurance to a customer at each location at which the vendor engages in portable electronics transactions.

**Application Procedure**

1. Complete and sign Portable Electronics Vendor Application.
2. Fee: \$100.00 for 10 or fewer locations in Tennessee  
Fee: \$1,000.00 for 11 or more locations in Tennessee
3. Licenses will expire biennially on March 1

**Renewal**

1. Fee: \$100.00 for 10 or fewer locations in Tennessee  
Fee: \$500.00 for 11 or more locations in Tennessee
2. Renewal notices will be mailed within 30 days of license expiration date

Completed application and fee must be mailed to:

Tennessee Department of Commerce and Insurance  
Attention: Agent Licensing  
500 James Robertson Parkway  
Nashville, TN 37243-1134