

Address of Record and Subject Notification Letters

Address of Record

F.S 455.275 (1) states that “Each licensee of the department is solely responsible for notifying the department in writing of the licensee’s current mailing address, e-mail address, and place of practice, as defined by rule of the board or the department when there is no board. A licensee’s failure to notify the department of a change of address constitutes a violation of this section, and the licensee may be disciplined by the board or the department when there is no board.”

F.S. 455.275 (2) states that “Notwithstanding any other provision of law, service by regular mail **or e-mail** to a licensee’s last known mailing address or e-mail address of record with the department constitutes adequate and sufficient notice to the licensee for any official communication to the licensee by the board or the department except when other service is required pursuant to s. 455.225.”

The above statutes allow the Department of Business and Professional Regulation to serve notice of an opened complaint against your license via email.

Please make sure your email address on file is current.

To update your information, please call our Customer Contact Center at 850-487-1395 or visit www.MyFloridaLicense.com and go to the “Licensee Login” link on the left-hand side of the page.