

FLC License Renewal Check List

Please use the checklist below to confirm that all the listed documents are still current and are attached to your application.

Tab 1: **Application**

- Certificate of Federal Registration**
- DE-9, DE-9C, or DE-9ADJ**

Tab 2: **Company Record**

- Articles of Incorporation/Organization** (required only for corporations and LLCs)
- Statement of Information** (required only for corporations and LLCs)
- Sexual Harassment Disclosure Statement (DLSE Form 403)**

Tab 3: **Family Licenses**

- Confirm that all information is current and accurate.

Tab 4: **Questions**

- Please update your answers to ensure they are accurate.

Tab 5: **Information**

- FLCE Certificate of Registration** (required only if you use any individual or entity to recruit, solicit, hire, furnish, employ or transport agricultural workers)
- Lodging – Health License or Permit** (required only if you maintain a labor camp or a lodging house for workers)
- Vehicle(s) – Liability Insurance & DMV Certificate** (required only if you plan to transport workers)
- Driver(s) – Driver’s License & DMV Driver Record** (required only if you plan to transport workers)

Tab 6: **Growers**

- County FLC Registration(s)**

Tab 7: **WCI/Bond/Class**

- Workers’ Compensation Insurance**
- Bond**

Tab 8: **Payment & Certification**

- Make online payment

Tab 9: **Certification**

- Read the information on this page, click on “I certify that all of the above is true and correct,” enter current date and your name.