



ENROLLMENT SERVICES DIVISION

## Account / Registration Application – Florida

Firm/Agency Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Contact Person \_\_\_\_\_

Email Address: \_\_\_\_\_  
(for monthly statement delivery)

Telephone: \_\_\_\_\_ Fax \_\_\_\_\_

School District/Agency ID# \_\_\_\_\_

Deposit Amount (for prepaid accounts) \_\_\_\_\_

---

*Authorized Signature*

*Date*

All information is required – if not known or inapplicable indicate with N/A

Please remit escrow account payments and initial deposit to:

**L-1 Enrollment Services Division  
Finance Department  
15 Century Blvd., Suite 510  
Nashville, TN 37214**

**Phone: (877) 512-6962  
Fax: (615) 871-0845**



ENROLLMENT SERVICES DIVISION

### ***Florida Escrow Account Requirements***

Your firm has recently indicated an interest in establishing an account for fingerprinting services with our company. Due to the large number of applicants that our firm processes on a monthly basis, we are not able to extend credit terms for fingerprinting services. However, for those facilities that desire a centralized means of managing the fees accompanied with the fingerprinting requirements, we offer the option of establishing an escrow account.

To establish an escrow account with our company, each firm must submit a deposit check payable to L-1 Enrollment Services Division (L-1) along with the Account Registration Application. Our address is listed below. This check should include the following information:

- Name of facility
- Contact Person
- Phone Number (including area code)

The deposit check should be the amount necessary to cover one month's fingerprinting services. When an employee is scheduled for an appointment, the proper fees are reserved to cover the cost of that applicant's fingerprints. After the applicant has completed their fingerprinting appointment, the reserved fees are deducted from your account. A detailed list of those applicants fingerprinted on your account will be mailed at the beginning of each month.

It will be the responsibility of each facility to ensure that there is always a positive balance in your draw account. Any additional checks deposited into the account must include the **account number** on the check. If all the available funds in your draw account are used up, then you will not be able to schedule appointments until the account has a positive balance.

We appreciate your interest in our escrow account system. If your facility has any additional questions, please call 800-528-1358.

Please remit draw account payments to:

**L-1 Enrollment Services Division  
Finance Department  
15 Century Blvd., Suite 510  
Nashville, TN 37214**

**Phone: (877) 512-6962  
Fax: (615) 871-0845**

# Registering for Fingerprinting is fast and easy.

Customers have two easy ways to register for fingerprinting with L-1 Enrollment Services.

## **On-line Registration**

Available 24 hours a day, 7 days a week.

1. Go to **www.L1enrollment.com**
2. Click on the “Florida” link.
3. Enter required information (including ORI) and provide payment information

## **Call Center Registration**

Available Monday-Friday, 8am – 5pm EST.

1. Call (800) 528-1358 and speak to one of our experienced, friendly operators.
2. Operators will collect required information to register you for fingerprinting
3. Be sure to have your ORI number and payment information handy when calling.

**You're ready to go.**

