

**APPLICATION FOR BAIL BOND LICENSE**  
**(Cash Bondsman)**

NAME: \_\_\_\_\_  
  (FIRST)                                  (MIDDLE)                                  (MAIDEN)                                  (LAST)

PLEASE LIST ANY OTHER NAMES YOU HAVE CARRIED:

\_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_ SOCIAL SECURITY NUMBER: \_\_\_\_\_

TEXAS DRIVERS LICENSE #: \_\_\_\_\_

(1) BUSINESS ADDRESS: \_\_\_\_\_ HOME ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_ PHONE: \_\_\_\_\_

(2) THE NAME UNDER WHICH THE BUSINESS WILL BE CONDUCTED:

\_\_\_\_\_

(3) THE NAME AND ADDRESS OF THE PLACE(S) WHERE THE BUSINESS WILL BE CONDUCTED: \_\_\_\_\_

\_\_\_\_\_

(4) PLEASE IDENTIFY ALL OTHER TEXAS COUNTIES IN WHICH YOU HAVE ACTED AS A BAIL BOND SURETY

\_\_\_\_\_

(5) HAVE YOU OPERATED AS A BAIL BOND SURETY UNDER ANY OTHER NAME OR D/B/A?: \_\_\_\_\_ If so, please identify the name and the counties in which you operated under that name.

\_\_\_\_\_

(6)(a) Are you a citizen of the State of Texas?

\_\_\_\_\_ YES

\_\_\_\_\_ NO

(6)(b) Are you a citizen of the United States?

\_\_\_\_\_ YES \_\_\_\_\_ NO

(6)(c) Are you at least 18 years of age?

\_\_\_\_\_ YES \_\_\_\_\_ NO

(6)(d)

(1) In the two years prior to this Application have you been continuously employed by a person licensed under Chapter 1704 of the Occupations Code for at least one year and for not less than 30 hours per week, excluding annual leave, during which employment you performed duties encompassing all phases of the bonding business?

\_\_\_\_\_ YES \_\_\_\_\_ NO

If "yes", explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(2) In the last two years, have you completed at least eight hours of continuing legal education in criminal law courses or bail bond law courses that are approved by the State Bar of Texas and that are offered by an institution of higher education accredited by the State?

\_\_\_\_\_ YES \_\_\_\_\_ NO

If "yes", explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Please provide a copy of a document verifying your completion of this course or courses).

- (7) Please identify each employee of the Applicant who will be involved in the bail bonding process. (**NOTE:** Non-corporate sureties cannot execute bail bonds through agents, although employees may participate in other meaningful tasks in the bail bonding process).

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- (8) ARE YOU INVOLVED IN ANY LITIGATION AT THIS TIME RELATING TO YOUR BAIL BONDING BUSINESS? (the term "Litigation" refers to litigation other than forfeiture actions on bonds, which are covered in a later section)

\_\_\_\_\_ YES      \_\_\_\_\_ NO

If "yes", please briefly describe the litigation and identify the court(s) in which such is pending. \_\_\_\_\_

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- (9) HAVE YOU OR ANY OF YOUR EMPLOYEES EVER BEEN CONVICTED OF A FELONY OR A MISDEMEANOR INVOLVING MORAL TURPITUDE? \_\_\_\_\_

YES      \_\_\_\_\_ NO

IF YES, GIVE THE DATE, THE OFFENSE, THE STATE WHERE CONVICTED, THE COURT WHERE TRIED AND THE DISPOSITION.

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- (10) STATE THE AMOUNT OF CASH OR CASH VALUE OF ANY CERTIFICATE OF DEPOSIT OR CASHIER'S CHECKS WHICH THE APPLICANT INTENDS TO PLACE ON DEPOSIT WITH THE COUNTY TREASURER AS SECURITY IF THE LICENSE IS GRANTED. \_\_\_\_\_

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(11) ARE ANY OF THE ASSETS PROPOSED TO BE PLEDGED TO THE BOARD ALREADY PLEDGED OR ENCUMBERED BY A LIEN TO ANY PERSON OR ENTITY OTHER THAN THE BOARD? \_\_\_\_\_ YES \_\_\_\_\_ NO

IF "YES", EXPLAIN: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(12) HAVE YOU EVER BEEN DENIED OR REFUSED A LICENSE TO ACT AS A BONDSMAN OR AN AGENT, OR HAD YOUR LICENSE SUSPENDED OR REVOKED, IN THIS OR ANY OTHER COUNTY IN THE LAST FIVE (5) YEARS?  
\_\_\_\_\_ YES \_\_\_\_\_ NO

IF THE ANSWER IS "YES", STATE THE PLACE, DATE AND REASON:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(13) AS OF THE DATE OF THIS APPLICATION, HOW MANY BAIL BONDS DO YOU APPEAR ON AS SURETY IN ALL TEXAS COUNTIES? \_\_\_\_\_  
\_\_\_\_\_

WHAT IS THE TOTAL AMOUNT OF OUTSTANDING BAIL BONDS ON WHICH YOU APPEAR AS A SURETY (IN ALL TEXAS COUNTIES)? \_\_\_\_\_  
\_\_\_\_\_

HAVE YOU HAD YOUR LICENSE SUSPENDED OR REVOKED IN ANOTHER TEXAS COUNTY? \_\_\_\_\_

IF "YES", EXPLAIN:

(14) HOW MANY JUDGMENTS *NI SI* HAVE BEEN FILED WITH REGARD TO BAIL BONDS ON WHICH YOU ARE SURETY (IN ALL TEXAS COUNTIES)? \_\_\_\_\_

PROVIDE THE FOLLOWING INFORMATION ON EACH:

COUNTY	CAUSE #	DEFENDANT'S NAME	DATE OF JUDGMENT	AMOUNT OF BOND
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
<b>TOTAL</b>				\$

(15) DO YOU HAVE ANY OUTSTANDING FINAL JUDGMENTS IN ANY TEXAS COUNTY AGAINST YOU ON ANY BOND OBLIGATION? (THE TERM "FINAL JUDGMENT" MEANS A JUDGMENT, OTHER THAN A JUDGMENT NISI, WHICH IS FINAL IN ACCORDANCE WITH THE CODE OF CRIMINAL PROCEDURE.)

PROVIDE THE FOLLOWING INFORMATION ON EACH:

COUNTY	CAUSE #	DATE OF JUDGMENT	AMOUNT OF JUDGMENT
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
<b>TOTAL</b>			\$

- (16) If the applicant has been licensed in another county, the applicant must provide:
- (a) a list of each county in which the applicant holds a license;
  - (b) a statement by the applicant that, as of the date of the application, the applicant has no unpaid final judgments of forfeiture in any county in which the applicant holds or has held a license.

PLEASE ATTACH THESE ITEMS TO YOUR APPLICATION.

- (17) THIS APPLICATION MUST BE ACCOMPANIED BY LETTERS OF RECOMMENDATION FROM AT LEAST THREE REPUTABLE PERSONS WHO HAVE KNOWN THE APPLICANT FOR AT LEAST THREE (3) YEARS. EACH LETTER SHALL RECOMMEND THE APPLICANT AS HAVING A REPUTATION OF HONESTY, TRUTHFULNESS, FAIR DEALING, COMPETENCY, AND RECOMMEND THE APPLICANT BE LICENSED. ATTACH AS APPENDIX "A". SEE LANGUAGE LETTER EXAMPLE & STATUTE BEHIND APPENDIX "A" PAGE.
- (18) THE APPLICANT MUST FILL OUT AND EXECUTE BEFORE A NOTARY THE FINANCIAL STATEMENT INCLUDED AT APPENDIX "B" HERETO.
- (19) IN ADDITION TO THE ABOVE, THE APPLICANT SHALL PROVIDE IN THE SPACE PROVIDED IN APPENDIX "C" COPIES OF ANY FINANCIAL STATEMENTS IN THE APPLICANT'S POSSESSION THAT THE APPLICANT HAS PREPARED AND/OR PROVIDED TO ANY ENTITY OR PERSON IN THE LAST TWO (2) YEARS.
- (20) ATTACH TO THE COVER OF THE APPLICATION A CASHIER'S CHECK, CERTIFIED CHECK OR MONEY ORDER IN THE AMOUNT OF \$500.00 (WHICH I KNOW IS NOT REFUNDABLE).
- (21) ATTACH A PHOTOGRAPH OF THE APPLICANT IN THE SPACE PROVIDED AT APPENDIX "D" HERETO.
- (22) ATTACH A SET OF FINGERPRINTS OF THE APPLICANT TAKEN BY THE SHERIFF OF MCLENNAN COUNTY (OR THE DEPARTMENT OF PUBLIC SAFETY) IN THE SPACE PROVIDED AT APPENDIX "E" HERETO.

I HEREBY DECLARE THAT I WILL COMPLY WITH CHAPTER 1704 OF THE TEXAS OCCUPATIONS CODE AND ALL AMENDMENTS THERETO (GOVERNING THE LICENSE AND REGULATION OF BAIL BONDSMEN) AND THE RULES PRESCRIBED BY THE MCLENNAN COUNTY BAIL BOND BOARD.

THE AFFIANT MAKES THIS INSTRUMENT FOR THE PURPOSE OF INDUCING THE ACCEPTANCE AND APPROVAL OF THIS APPLICATION TO OBTAIN A LICENSE TO ACT AS A BAIL BONDSMAN IN MCLENNAN COUNTY, TEXAS. I WELL KNOW AND BELIEVE THAT THE MAKING OF THIS APPLICATION WILL INDUCE THE MCLENNAN COUNTY BAIL BOND TO ACCEPT AND APPROVE SAME, AND THAT ALL STATEMENTS HEREIN CONTAINED ARE TRUE.

\_\_\_\_\_  
APPLICANT

**SUBSCRIBED AND SWORN TO** before me this the \_\_\_\_\_ day of \_\_\_\_\_,  
20\_\_\_\_, by \_\_\_\_\_ Affiant.

WITNESS MY SIGNATURE AND SEAL OF OFFICE this the \_\_\_\_\_ day of  
\_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC, in and for the  
State of Texas, McLennan County

My Commission Expires: \_\_\_\_\_



## **APPENDIX "A"**

Date: \_\_\_\_\_

To the McLennan County Bail Bond Board:

I have known \_\_\_\_\_ for \_\_\_\_\_ years (must be at least 3 years) and I know \_\_\_\_\_ to have a reputation for honesty, truthfulness, fair dealing, and competency. I recommend that the board issue a bail bond license to \_\_\_\_\_.

\_\_\_\_\_ (Signature)

\_\_\_\_\_ (Printed Name)

V.T.C.A., Occupations Code § 1704.154

§ 1704.154. Application Requirements

Effective: June 20, 2003

Currentness

(a) To be licensed under this chapter, a person must apply for a license by filing a sworn application with the board.

(b) The application must:

(1) be in a form and contain the information prescribed by the board;

.....

(4) be accompanied by:

(A) the applicant's complete, sworn financial statement;

(B) the applicant's declaration that the applicant will comply with this chapter and the rules adopted by the board;

(C) three letters of recommendation, each from a person who:

(i) is reputable; and

(ii) has known the applicant or, if the applicant is a corporation, the agent designated by the corporation in the application for at least three years;

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(c) A letter of recommendation submitted under Subsection (b)(4)(C) must:

(1) state that the applicant or, if the applicant is a corporation, the agent designated by the corporation in the application has a reputation for honesty, truthfulness, fair dealing, and competency; and

(2) recommend that the board issue the license.

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**Credits**

Acts 1999, 76th Leg., ch. 388, § 1, eff. Sept. 1, 1999. Amended by Acts 2001, 77th Leg., ch. 1262, § 4, eff. Sept. 1, 2001; Acts 2003, 78th Leg., ch. 942, § 15, eff. June 20, 2003.

**Editors' Notes**

**REVISOR'S NOTE**

**2012 Main Volume**

(1) Section 6(a)(1), [V.A.C.S. Article 2372p-3](#), refers to the Texas Insurance Code, as amended. The revised law omits the reference to the law "as amended" for the reason stated in Revisor's Note (1) under Section 1704.152.

(2) Section 6(a)(3), [V.A.C.S. Article 2372p-3](#), refers to a "city." The revised law substitutes "municipality" for the reason stated in the revisor's note under Section 1704.053.

(3) Section 6(c), [V.A.C.S. Article 2372p-3](#), requires that an application for a license be accompanied by a photograph and a set of fingerprints of the applicant. The revised law adds the requirement that, if the applicant is a corporation, the application must be accompanied by a photograph and fingerprints of the person who will be in charge of the applicant's business in the county. This requirement is added to make this application requirement consistent with other application requirements that apply to individuals and corporations.

[Notes of Decisions \(9\)](#)

THREE HOLE PUNCH AT SIDE AND INSERT BEHIND THIS PAGE ALL LETTERS OF  
RECOMMENDATION

## **APPENDIX "B"**

**FINANCIAL STATEMENT**

**ASSETS:**

CASH ON HAND IN BANKS (SCHEDULE 1) \_\_\_\_\_

U.S. GOVERNMENT SECURITIES  
ACCOUNTS, LOANS AND NOTES RECEIVABLE (SCHEDULE 2) \_\_\_\_\_

CASH SURRENDER VALUE OF LIFE INSURANCE (SCHEDULE 3) \_\_\_\_\_

OTHER STOCKS AND BONDS (SCHEDULE 4) \_\_\_\_\_

REAL ESTATE (SCHEDULE 5) \_\_\_\_\_

OTHER ASSETS (ITEMIZE) \_\_\_\_\_

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_

(Continue on a separate page if necessary  
and attach hereto) (Do not merely list groups or  
categories of assets – identify each asset)

TOTAL OTHER ASSETS \_\_\_\_\_

TOTAL ASSETS \_\_\_\_\_

**LIABILITIES AND NET WORTH:**

NOTES PAYABLE TO BANKS:  
    SECURED (SCHEDULE 1) \_\_\_\_\_

    UNSECURED (SCHEDULE 1) \_\_\_\_\_

NOTES PAYABLE TO RELATIVES \_\_\_\_\_

ACCOUNTS AND NOTES PAYABLE TO OTHERS \_\_\_\_\_

RENTS AND INTEREST DUE \_\_\_\_\_

TAXES DUE:

STATE \_\_\_\_\_

FEDERAL \_\_\_\_\_

TOTAL TAXES DUE \_\_\_\_\_

OTHER LIABILITIES (ITEMIZE)

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

(Continue on a separate page if necessary and attach hereto).

TOTAL OTHER LIABILITIES \_\_\_\_\_

TOTAL LIABILITIES \_\_\_\_\_

TOTAL NET WORTH \_\_\_\_\_

TOTAL LIABILITIES AND NET WORTH \_\_\_\_\_

INCOME:

ANNUAL SALARY (GROSS) \_\_\_\_\_ (NET) \_\_\_\_\_

[List Gross Amount]

BONUS AND COMMISSIONS \_\_\_\_\_

DIVIDENDS AND INTEREST \_\_\_\_\_

REAL ESTATE INCOME: (LIST)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

OTHER INCOME: (LIST)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

TOTAL INCOME \_\_\_\_\_



COMPARISON OF MONTHLY INCOME AND EXPENSES

NET MONTHLY INCOME (Income less taxes or other deductions from Gross Income) \_\_\_\_\_

RENT OR HOME PAYMENT \_\_\_\_\_

CAR, BOAT, R.V. PAYMENTS \_\_\_\_\_

FOOD & UTILITIES \_\_\_\_\_

INCIDENTALS \_\_\_\_\_

AVERAGE AMT. PD. ON OPEN ACCOUNTS \_\_\_\_\_

OTHER MONTHLY EXPENSES \_\_\_\_\_

TOTAL EXPENSES \_\_\_\_\_

DIFFERENCE BETWEEN INCOME AND EXPENSES \_\_\_\_\_

CONTINGENT LIABILITIES

CO-ENDORSER OR CO-MAKER [IDENTIFY] \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

ON LEASES OR CONTRACTS [IDENTIFY] \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

LEGAL CLAIMS [IDENTIFY] \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PROVISION FOR FEDERAL INCOME TAX \_\_\_\_\_

OTHER SPECIAL DEBTS (LIST) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

SCHEDULE 1

Banking Relations. (A list of all my financial institution checking, deposit, savings, and loan accounts.)

Name and Location	Type (See ledger)	Cash Balance	Amount of Loan	Maturity of Loan	How Endorsed, Guaranteed or Secured

Ledger

- C.D. Certificate of deposit
- T.D. Time Deposit
- CH. Checking
- SV. Savings
- O.A. Other deposit account
- L Loan
- O.D. Other debt to Financial Institution

SCHEDULE 2

Accounts, Loans and Notes Receivable. (A list of the largest amounts owing to me over \$500.00)

Name and Address of Debtor	Amount Owning	Age of Debt	Description or Nature of Debt	Description of Security Held	Date Payment Expected

SCHEDULE 3

Life Insurance

<b>Name of Person Insured</b>	<b>Name of Beneficiary</b>	<b>Name of Insurance Co.</b>	<b>Type of Policy</b>	<b>Face Amount of Policy</b>	<b>Total Cash Surrender Value</b>	<b>Total Loans Against Policy</b>	<b>Amount of Yearly Premium</b>	<b>Is Policy Assigned?</b>

SCHEDULE 4

Other Stocks and Bonds.

Description	Number of Shares	Face or Par Value	Market Value	Liens/Encumbrances

SCHEDULE 5

ALL REAL ESTATE OWNED BY ME:

1. Exempt from Forced Sale:

<u>Legal Description, Volume and Page</u>	<u>Address</u>	<u>Purchase Price</u>	<u>Appraised Value</u>	<u>Present Liens or Encumbrances</u>
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<u>Legal Description, Volume and Page</u>	<u>Address</u>	<u>Purchase Price</u>	<u>Appraised Value</u>	<u>Present Liens or Encumbrances</u>
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2. NOT exempt from Forced Sale:

<u>Legal Description, Volume and Page</u>	<u>Address</u>	<u>Purchase Price</u>	<u>Appraised Value</u>	<u>Present Liens or Encumbrances</u>
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<u>Legal Description, Volume and Page</u>	<u>Address</u>	<u>Purchase Price</u>	<u>Appraised Value</u>	<u>Present Liens or Encumbrances</u>
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- AS TO EACH VEHICLE IDENTIFIED IN THE FOREGOING FINANCIAL STATEMENT, PLEASE PROVIDE A COPY OF THE CERTIFICATE OF TITLE AND IDENTIFY ANY LIENS THEREON, INCLUDING THE NAME AND ADDRESS OF THE LIENHOLDER:

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- AS TO ANY ACCOUNTS, CERTIFICATES OF DEPOSIT, OR SECURITIES IDENTIFIED IN THE FOREGOING FINANCIAL STATEMENT, PLEASE IDENTIFY ANY LIENS THEREON, INCLUDING THE NAME AND ADDRESS OF THE LIENHOLDER:

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- AS TO ANY PERSONAL PROPERTY IDENTIFIED IN THE FOREGOING FINANCIAL STATEMENT, PLEASE IDENTIFY ANY LIENS THEREON, INCLUDING THE NAME AND ADDRESS OF THE LIENHOLDER:

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- AS TO ANY PERSONAL PROPERTY IDENTIFIED IN THE FOREGOING FINANCIAL STATEMENT, PLEASE PROVIDE ANY APPRAISALS OF SUCH PROPERTY (I.E. JEWELRY, ETC.):

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**FINANCIAL STATEMENT**  
**VERIFICATION**

THE STATE OF TEXAS    §  
COUNTY OF \_\_\_\_\_   §

BEFORE ME, the undersigned authority, on this day personally appeared \_\_\_\_\_ who, being by me duly sworn, did on oath depose and state the following:

“I am the person who completed and prepared the foregoing Financial Statement. I have personal knowledge of the information asserted in the Financial Statement, and, to my personal knowledge, such information is true and correct.”

Further, Affiant sayeth not.

\_\_\_\_\_  
Printed Name: \_\_\_\_\_

SWORN TO and SUBSCRIBED before me on this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, to certify which witness my hand and seal of office.

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF TEXAS

**CONSENT FOR RELEASE OF FINANCIAL INFORMATION AND RECORDS**

I, \_\_\_\_\_, Social Security No. \_\_\_\_\_, do hereby consent to the release of any and all financial information and records, including but not limited to accounts, notes, liens, and/or guaranties, by any bank or other financial institution, to the Sheriff of McLennan County, Texas.

This consent for release of the above listed information and records extends to any bank or any other institution or person with whom the undersigned has engaged in any financial transactions, business, or activities.

The undersigned further consents to execute any other documents which any bank, or any other institution or person with whom the undersigned has engaged in any financial transactions, business, or activities, might require for the release of such financial information and records.

A photostatic copy of this authorization shall be considered as valid as the original.

SIGNED the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Printed Name: \_\_\_\_\_

THE STATE OF TEXAS                   \*  
COUNTY OF \_\_\_\_\_               \*

BEFORE ME, the undersigned authority, on this date personally appeared \_\_\_\_\_, who acknowledged to me that he/she executed the foregoing Consent for Release of Financial Information and Records for the purposes therein expressed, and in the capacity therein stated.

WITNESS MY HAND AND SEAL OF OFFICE this, the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

My commission expires:  
\_\_\_\_\_

\_\_\_\_\_  
Notary Public, State of Texas

**APPENDIX "C"**

THREE HOLE PUNCH AT THE SIDE AND INSERT BEHIND THIS PAGE COPIES OF ANY FINANCIAL STATEMENTS IN THE APPLICANT'S POSSESSION THAT THE APPLICANT HAS PREPARED AND/OR PROVIDED TO ANY ENTITY OR PERSON IN THE LAST TWO (2) YEARS.

**APPENDIX "D"**

ATTACH THE PHOTOGRAPH OF THE APPLICANT TO THIS PAGE.

**APPENDIX "E"**

ATTACH (OR OTHERWISE AFFIX) THE FINGERPRINTS OF THE APPLICANT TO THIS PAGE.