



**TOM GREEN COUNTY BAIL BOND LICENSE  
APPLICATION  
FOR INDIVIDUALS**

**\*\*\*\*Note: You Must Submit One Original and Fourteen Copies To The  
County Treasurer Office with your filing fee\*\*\*\***

Date of Application \_\_\_\_\_ New Application \_\_\_\_\_ Renewal Application \_\_\_\_\_

If renewal, please list license number and expiration date \_\_\_\_\_

Name of Applicant \_\_\_\_\_

Business Name \_\_\_\_\_

Applicant's Address \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Email Address \_\_\_\_\_

Physical address where business is conducted within the County \_\_\_\_\_

\_\_\_\_\_  
(Tex. Occ. Code Ann. § 1704.213 (Vernon Supp. 2005).

**\*\*\*FOR BACKGROUND CHECK ONLY\*\*\***

Name, address, and background information of the person who is in charge of your business in Tom Green County.

Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone Number \_\_\_\_\_ Sex \_\_\_\_\_ DOB \_\_\_\_\_ SSN \_\_\_\_\_

DL # \_\_\_\_\_

Home Address \_\_\_\_\_

Name and Address for agent for service of process for Tom Green County matters:

Will you be waiving citation as contemplated by Tex. Code Crim. Proc. Ann art. 22.03 (Vernon Supp 2005)? Yes \_\_\_\_\_ No \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address for service \_\_\_\_\_

The following are names of all employees and agents actively engaged with the applicant in processing the giving or making of bail bonds within the county

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Applicant further attaches hereto the personal information sheet (*Exhibit "A"*) for the applicant and each employee and agent. The applicant agrees that he will file with the Tom Green County Bail Bond Board additional personal information sheets on all employees and agents subsequently employed. *Such information shall be filed within thirty (30) days of each such employment.*

Applicant agrees that all licensed sureties or agents who execute bonds on his/her behalf, are required to have on file a current personal information sheet and fingerprint card on the forms provided by the Board before they will be permitted to execute bonds, as directed by the Board.

Do you intend to pledge property to secure your bonds? Yes \_\_\_\_\_ No \_\_\_\_\_

If so, list on *Exhibit "B"* all non-exempt real estate owned by you that you intend to convey in trust to the Bail Bond Board to secure payment of any obligations incurred by you in the bonding business if the license is granted. If the license is approved, you must execute to the Board the deeds of trust to the property listed in *Exhibit "B"* (Minimum value \$50,000). Tex. Occ. Code Ann. §1704.160 (c) (Vernon Supp. 2005).

Provide current tax statements of all taxes due from each taxing unit with power to assess or collect taxes against the real property indicating that there are no taxes owed and that there are no outstanding tax liens against the real property. Tex. Occ. Code. Ann. §1704.155 (Vernon Supp. 2005).

County tax receipts and statements \_\_\_\_\_ Date \_\_\_\_\_

City tax receipts and statements \_\_\_\_\_ Date \_\_\_\_\_

School tax receipts and statements \_\_\_\_\_ Date \_\_\_\_\_

Is applicant married? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, the spouse must execute a sworn statement agreeing to transfer to the board, as part of the trust, any right, title, or interest that the spouse may have in this property; and the spouse must execute the deeds of trust to any community property placed in the security deposit. *Exhibit "C"*.  
Tex. Occ. Code Ann. §1704.160 (e) (Vernon Supp. 2005).

You must also provide a current appraisal of the property made by a real estate appraiser who is a member in good standing of a nationally recognized profession appraiser society or trade organization that has an established code of ethics, educational program, and professional certification program. If you desire to use the values as set out by the tax appraisers, please check the box below. Tex. Occ. Code Ann. §1704.155(2)(8) (Vernon Supp. 2005).

I request that the Bail Bond Board use the values  
on the real property as set out by the tax appraiser.  
[You must attach a copy of the tax appraisal.]

Do you intend to pledge cash, cashier’s check, or certificates of deposit to secure your deposit?  
Yes \_\_\_\_\_ No \_\_\_\_\_

(Minimum \$50,000) Tex. Occ. Code Ann. §1704.16(b) (Vernon Supp. 2005).

If yes, the amount of cash value of any certificates of deposit or cashier’s check you, as the applicant, intend to place on deposit with the Tom Green County Treasurer

\_\_\_\_\_

Certificates of Deposit or Cashier’s Checks:

I.D. Number _____	Amount _____
I.D. Number _____	Amount _____
I.D. Number _____	Amount _____

[Certificates of Deposit or Cashiers Checks must read: “Individual’s name or Tom Green County Treasurer”]

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The cash deposit or the funds realized from the trust shall be used to pay the final judgment of any bond forfeitures that result from the licensee's execution of a bail bond. Tex. Occ. Code Ann. §1704.204 (b) (Vernon Supp. 2005).

If the license is approved, deliver the original certificate of deposit, cashier's check, cash or cash equivalent to the Treasurer's office within 90 days following the Board's tentative approval of the license. Tex. Occ. Code Ann. §1704.160 (a)(1)(A) (Vernon Supp. 2005).

Have you ever been convicted or granted probation for any criminal offense. (Traffic convictions in Justice or Municipal Courts need not be listed) Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, list the name of the offense, the court, the date and disposition.

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Are you involved in any civil litigation at this time, including bail bond litigation?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, give the date of filing each suit, names of the parties and court in which pending and brief description of the nature of the litigation. Tex. Occ. Code Ann. §1704.153 & §1704.25 (Vernon Supp. 2005).

If yes, list the name of the offense, the court, the date, and disposition.

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Is the applicant currently in the bail bond business? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, list name of Bail Bond Company and all counties with which you are currently associated. Tex. Occ. Code Ann. § 1704.152 (Vernon Supp. 2005).

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Has applicant been previously engaged in the bail bond business? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, list the name of the company (companies) previously associated with

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If applicant or person in charge of this business has been licensed under Tex. Occ. Code Ann. §1704 (Vernon Supp. 2005). in another county, the application shall be accompanied by a sworn statement from the applicant that he/she has **no** unpaid final judgments. Tex. Occ. Code Ann. §1704.152 (Vernon Supp. 2005). [*Exhibit "D"*]

Has applicant been denied or refused a license to act as a bondsman? (This includes revocation or suspension of a license) Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, where and when did such action occur.

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Has applicant withdrawn an application before a bail bond board voted on it? Yes \_\_\_\_ No \_\_\_\_

If yes, where and when such action occurred and give the details.

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Applicant shall submit a fee of \$500.00 made payable to the Tom Green County Treasurer for the filing of any original or renewal application, and a copy of the receipt shall be submitted with this application. Tex. Occ. Code Ann. §1704.154 (b)(4)(D) (Vernon Supp. 2005).

Applicant shall submit Exhibit “E” acknowledging that the applicant has the required apprenticeship and continuing legal education. Applicant shall also submit Exhibit “F” from the supervising licensed surety. Tex. Occ. Code Ann. §1704.152 (Vernon Supp. 2005).

Applicant shall submit a photograph and fingerprints of the applicant taken by the Sheriff's Office, along with this application. Tex. Occ. Code Ann §1704.154(b)(4)(E) and (F) (Vernon Supp. 2005).

Applicant shall attach letters of recommendation containing current addresses and current telephone numbers, from three (3) reputable persons who have known the applicant for a period of at least (3) years, recommending the applicant “has a reputation of honesty, truthfulness, fair dealing and competency,” and recommending the Board grant approval of the license to the applicant. Tex. Occ. Code Ann. §1704.154(c) (Vernon Supp. 2005).

Applicant shall attach a complete sworn financial statement. *Exhibit "G"*. Tex. Occ. Code Ann. §1704.154 (b) (4) (A) (Vernon Supp. 2005).

Applicant declares that he and all employees have read and will comply with Tex. Occ. Code Ann. §1704 (Vernon Supp. 2005), Tex. Code Crim. Proc. Ann. §17 and §22 (Vernon Supp. 2005), and the rules prescribed by the Board.

Applicant agrees that no bondsman may execute, in any county, bail bonds in the aggregate that exceed ten (10) times the value of the property or cash equivalent held as security of deposit or in trust. Tex. Occ. Code Ann. §1704.203 (Vernon Supp. 2005).

Applicant shall submit to the board a valid assumed name certificate or certified copy thereof, properly filed with the County Clerk of Tom Green County indicating the name in which the applicant will conduct business in Tom Green County. Tex. Occ. Code Ann. §1704.154 (Vernon Supp. 2005).

Applicant shall insure and provide proof of insurance with this application and keep current the insurance on any improvements on the property against any damage or destruction while the property remains in trust, in the full amount of the value claims for improvements. Tex. Occ. Code Ann. §1704.155(3) (c) (Vernon Supp. 2005).

Applicant agrees he will not further encumber property after conveying it in trust to the Tom Green County Bail Bond Board without notifying and obtaining the Board's permission. Tex. Occ. Code Ann. §1704.155 (3)(B) (Vernon Supp. 2005).

Applicant agrees to keep taxes paid and current on the property while it remains in trust. Tex. Occ. Code Ann. §1704.155 (3) (Vernon Supp. 2005).

Applicant agrees and consents that in the event this application is found to contain any false statements, omission of material information or misrepresentation of any kind, this application may be disapproved, suspended or revoked. Tex. Occ. Code Ann. §1704.252 (Vernon Supp. 2005).

Applicant agrees that no licensee may use a telephone number, address or office of a non-licensee to conduct any bail bond activities-and will not-advertise or solicit under an unlicensed name, telephone number, address, or logo. Tex. Occ. Code Ann. §1704.303 & 1704.109 (Vernon Supp. 2005). The applicant understands that such advertising or solicitation may result in the suspension or revocation of his/her license. Tex. Occ. Code Ann. §1704.109 & 1704.303 (Vernon Supp. 2005).

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APPLICANT

The State of Texas)  
County of Tom Green)

Before me, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared \_\_\_\_\_, who, after being by me duly sworn, on oath deposes and says:

My name is \_\_\_\_\_. I am capable of making this affidavit and am competent to testify to matters stated herein; I am personally acquainted with the facts stated in this application and know such facts to be true and correct. I further swear all facts and information are true and correct.

\_\_\_\_\_  
APPLICANT

Given under my Hand and Seal of Office, this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary public in and for the State of Texas

SEAL

EXHIBIT "A"

**BAIL BOND I.D. APPLICATION  
TOM GREEN COUNTY**

DATE: \_\_\_\_\_

EMPLOYER: \_\_\_\_\_

NAME: \_\_\_\_\_ RACE: \_\_\_\_\_ SEX: \_\_\_\_\_

Last, First, Middle, Maiden

TELEPHONE:

Home \_\_\_\_\_ Work \_\_\_\_\_

By what other names have you been known (nicknames, alias \* refer to next question)

\_\_\_\_\_

Have you legally changed your name? \_\_\_\_\_ If yes, date: \_\_\_\_\_

Place: \_\_\_\_\_ Court: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Place of Birth: City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_

Height: \_\_\_\_\_ Weight: \_\_\_\_\_

Current Drivers License: \_\_\_\_\_ State \_\_\_\_\_ Expiration date: \_\_\_\_\_

Naturalized: No \_\_\_\_\_ Yes \_\_\_\_\_ If Yes,

Where \_\_\_\_\_

Are You: Single \_\_\_\_\_ Married \_\_\_\_\_ Divorced \_\_\_\_\_

Full Name of Spouse: \_\_\_\_\_

Last, First, Middle, Maiden

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Current Drivers License: \_\_\_\_\_ State \_\_\_\_\_ Expiration date: \_\_\_\_\_

List all the address where you have lived during the past five (5) years:

From-To Street Address City, State

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*EXHIBIT "B"*

Non-Exempt real estate owned by me:

Property - Legal Description:

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Net worth: \_\_\_\_\_

Outstanding Liens: Yes \_\_\_\_\_ No \_\_\_\_\_

Total Outstanding Liens: \_\_\_\_\_

Lien Holder: \_\_\_\_\_

Non-Exempt real estate owned by me:

Property - Legal Description:

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Net worth: \_\_\_\_\_

Outstanding Liens: Yes \_\_\_\_\_ No \_\_\_\_\_

Total Outstanding Liens: \_\_\_\_\_

Lien Holder: \_\_\_\_\_

Non-Exempt real estate owned by me:

Property - Legal Description:

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I, \_\_\_\_\_, agree that I will keep all taxes paid on each of the properties listed below, while they remain in trust to the Tom Green County Bail Bond Board;

I will not further encumber the property after it is in trust to the Tom Green County Bail Bond Board, without notifying and obtaining permission of the board,

I will insure and keep current the insurance on any improvements on the property against damage or destruction while the property remains in trust, for the full amount of improvements.

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APPLICANT'S SIGNATURE

*EXHIBIT "C"*

I, \_\_\_\_\_, am the spouse of the named applicant, and I agree to transfer to the Tom Green County Bail Bond Board, in trust, any right, title or interest I have in the property listed in *Exhibit "B"* as attached to named applicant's application for a license to act as a bail bondsman in Tom Green County.

\_\_\_\_\_  
SPOUSE'S SIGNATURE

The State of Texas)  
County of Tom Green)

Before me, a Notary Public, on this day personally appeared \_\_\_\_\_  
Known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she executed the same for the purposes and consideration therein expressed.

\_\_\_\_\_  
SPOUSE'S SIGNATURE

Given under my Hand and Seal of Office, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public in and for the State of Texas

SEAL

*EXHIBIT "D"*

**CERTIFICATE OF NO OUTSTANDING  
FINAL JUDGMENTS**

This is to certify that I, the Applicant, have no final judgments that have been unpaid for more than 30 days and that arose directly or indirectly from any bond executed by me in any of the counties of the State of Texas.

\_\_\_\_\_  
Affiant's Signature

The State of Texas §  
County of Tom Green §

\_\_\_\_\_, being duly sworn, deposes and says: The foregoing certification of no outstanding final judgments, marked *Exhibit "D"* is true and correct and is within my personal knowledge.

Subscribed and sworn to, before me, this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public in and for the State of Texas

SEAL

*EXHIBIT "E"*

**APPLICANT'S STATEMENT OF APPRENTICESHIP AND  
CONTINUING LEGAL EDUCATION**

1. In the two (2) years preceding this application, I have had at least one year of continuous employment in the bail bond business under the supervision of a licensed surety for not less than 30 hours per week, excluding annual leave, and have performed duties that encompass all phases of the bonding business.

Dates of continuous work experience:

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A. Name, address, and telephone number of company where experience was obtained:

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B. Name, address and telephone number of supervisor where experience was obtained:

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2. I have completed in person at least eight (8) 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 accredited institution of higher education accredited in the State.

Name of the course(s) of continuing legal education taken and number of hours per course:

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Where the course(s) of continuing legal education were taken:

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A. Dates the course(s) were taken:

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Affiant's Signature

The State of Texas §  
County of Tom Green §

\_\_\_\_\_, being duly sworn, deposes and says: The foregoing statement, marked *Exhibit "E"* is a full and complete statement of my apprenticeship and continuing legal education. This statement is true and correct and is within my personal knowledge.

Subscribed and sworn to, before me, this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public in and for the State of Texas

SEAL

*EXHIBIT "F"*

The State of Texas§  
County of Tom Green§

SUPERVISOR'S AFFIDAVIT OF APPRENTICESHIP

My name is \_\_\_\_\_ and I am authorized and competent to make this affidavit. I am a licensed surety in the County of \_\_\_\_\_, Texas. In the two (2) years preceding his/her application, I have supervised \_\_\_\_\_, whom I have employed continuously for one (1) year. He/She has worked not less than 30 hours per week, excluding annual leave, and has performed duties that encompass all phases of the bonding business.

\_\_\_\_\_  
Affiant

*SUBSCRIBED AND SWORN under penalty of perjury the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.*

\_\_\_\_\_  
*Notary Public*

*EXHIBIT "G"*

The State of Texas§  
County of Tom Green§

\_\_\_\_\_, being duly sworn, deposes and says: The attached statement, marked *Exhibit "F"* is a full and complete financial statement of \_\_\_\_\_, and the same is true and correct to his or her personal knowledge.

\_\_\_\_\_  
APPLICANT'S SIGNATURE

Subscribed and sworn to, before me, this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public in and for the State of Texas

SEAL

Revised 7/2005