

Lubbock County Bail Bond Board

Corporate Bondsman Application

Company Name: _____

Local Agent: _____

Date Received: _____

Upon completion of this Application, please submit the original Application and supporting documentation in a three ring notebook, and two copies of the original Application and supporting documentation in two additional three ring notebooks, and one electronic copy of the original Application and supporting documentation on a USB Flash Drive to the Lubbock County Criminal District Attorney's Office – Civil Division located at 916 Main Street, Suite 300, Lubbock, Texas 79401.

If Applicant is submitting an Application to renew a current license, the renewal application must be received by the Lubbock County Bail Bond Board not more than 60 days nor less than 31 days prior to the expiration date of Applicant's current license.

A cashier's check or money order in the amount of \$500.00 should be submitted to the Lubbock County's Treasurer's Office, located at 916 Main Street, Suite 1100, Lubbock, Texas 79401.

LUBBOCK COUNTY BAIL BOND BOARD
LUBBOCK COUNTY COURTHOUSE
LUBBOCK, TEXAS

APPLICATION FOR CORPORATE BONDSMAN'S LICENSE

_____ Original License Application

_____ Renewal License Application

I. INFORMATION

1. Name of Corporation: _____

Business Address: _____

Business Telephone: _____

Name of Employee in Charge of Bail Bond Licensing and Phone Number: _____

See TEX. OCC. CODE ANN. §§ 1704.101, .154(b)(1)-(2) (West 2017).

2. Is Corporation chartered in Texas?

Yes: _____ No: _____ Year Chartered: _____

See TEX. OCC. CODE ANN. §§ 1704.101, .154(b)(2)(B)(i) (West 2017).

3. If not chartered in Texas, is Corporation admitted to do business in Texas?

Yes: _____ No: _____

If yes, please state:

A. State in which Corporation was incorporated or chartered: _____

B. Date incorporated or chartered _____

C. Date admitted to do business in Texas _____

See TEX. OCC. CODE ANN. §§ 1704.101, .154(b)(2)(B)(i) (West 2017).

4. Is Corporation qualified to write fidelity, guaranty, and surety bonds under the Texas Insurance Code, as amended?

Yes: _____ No: _____

See TEX. OCC. CODE ANN. §§ 1704.101, .154(b)(2)(B)(ii) (West 2017).

5. The Business will be operated under the following name:

See TEX. OCC. CODE ANN. §§ 1704.101, .154(b)(2)(C) (West 2017).

6. Has Corporation ever filed for bankruptcy? Yes: _____ No: _____

If yes, please give the case number and district: _____

See TEX. OCC. CODE ANN. §§ 1704.101, .154(b)(1), .157 (West 2017).

7. Has the Corporation ever been denied or refused a bail bond license or has either had a bail bond license suspended or revoked by any bail bond board in the State of Texas?

Yes _____ No: _____ If Yes, please explain below: (County, Date, and reason)

See TEX. OCC. CODE ANN. §§ 1704.101, .154(b)(1), .157, .162(e) (West 2017).

8. List each county in which the Corporation is or has been licensed as a bondsman:

See TEX. OCC. CODE ANN. §§ 1704.101, .154(b)(4)(G) (West 2017).

9. Does Corporation have any unsatisfied Judgements pending against them as surety on a bail bond at this time? Yes: _____ No: _____

See TEX. OCC. CODE ANN. § 1704.101.154(4)(G)(ii) (West 2017).

If yes, provide the following information on each Judgement:

County	Cause Number	Date	Bond Amount	Defendant's Name

(Add Additional Sheets if necessary)

10. How many bond forfeiture proceedings are currently pending against Corporation?

If any bond forfeiture proceedings are pending against Corporation in Lubbock County, provide the following information on each proceeding:

County	Cause Number	Date	Bond Amount	Defendant's Name

(Add Additional Sheets if necessary)

See TEX. OCC. CODE ANN. §§ 1704.101, .154(b)(1), .157., .203 (West 2017).

11. If this is a renewal application, how many years has the Corporation held this license? _____ years

See TEX. OCC. CODE ANN. § 1704.162 (West 2017).

II. LOCAL AGENT

1. Please provide the following information concerning the person for whom the Corporation has or intends to designate as its Local Agent, authorizing him/her to execute bail bonds on behalf of the Corporation.

Name: _____

Business Name: _____

Business Address: _____

Business Telephone: _____

Business Email Address: _____

Business Facsimile Number: _____

Home Address: _____

Home Telephone: _____

See TEX. OCC. CODE ANN. §§ 1704.101, .154(b) (West 2017).

2. How long has Local Agent been engaged in the bonding business either as a local agent, licensee, or employee of a bonding business? _____

See TEX. OCC. CODE ANN. §§ 1704.152(a)(4), .154(b)(1) (West 2017).

3. Is Local Agent a resident of the State of Texas? Yes: _____ No: _____

See TEX. OCC. CODE ANN. § 1704.152(a)(1) (West 2017).

4. Is Local Agent a citizen of the United States? Yes: _____ No: _____

See TEX. OCC. CODE ANN. § 1704.152(a)(1) (West 2017).

5. Is Local Agent married? Yes: _____ No: _____

See TEX. OCC. CODE ANN. CODE §§ 1704.101, .154(b)(1), .155(5) (West 2017).

If yes, provide Spouse's name, age and address: _____

See TEX. OCC. CODE ANN. §§ 1704.101, .154(b)(1), .155(5) (West 2017).

6. Provide the Taxpayer identification number for this business: _____

See TEX. OCC. CODE ANN. §§ 1704.101, .154(b)(1) (West 2017).

7. Has Local Agent been licensed in another county? Yes: _____ No: _____

If yes, list each County in which the Local Agent is or has been licensed as a bondsman:

See TEX. OCC. CODE ANN. § 1704.101, .154(b)(1), .157 (West 2017).

8. Has Local Agent ever been denied or refused a bail bond license or has either had a bail bond license suspended or revoked by any bail bond board in the State of Texas?

Yes _____ No: _____ If Yes, please explain below: (County, Date, and reason)

See TEX. OCC. CODE ANN. §§ 1704.101, .154(b)(1), .157, .162(e) (West 2017).

9. Has Local Agent or any of Local Agent's Employees been convicted of a Felony Offense or of a Misdemeanor involving moral turpitude in any court in this State or any other State or of the Federal Government?

Yes: _____ No: _____

If yes, give the date of conviction, name of person convicted, name of offense, the location of the offense and of the convicting court (city and state), and disposition of the offense: _____

See TEX. OCC. CODE ANN. §§ 1704.153, .302(c) (West 2017).

III. SECURITY

1. What amount of cash or cash value of any certificate of deposit or cashier's checks does the Corporation intend to deposit with the County Treasurer to secure payment of any obligation incurred by the Corporation in the bonding business if the license is granted? An initial deposit of \$50,000 must be submitted.

Amount: \$ _____

See TEX. OCC. CODE ANN. § 1704.160(a)(2), (b) (West 2017).

In what form will the deposit be made?

Cash: _____ Certificate of Deposit: _____ Cashier's Check: _____

See TEX. OCC. CODE ANN. § 1704.160(a)(1)(A) (West 2017).

IV. ATTACHMENTS

Attached to this application are the following:

- _____ 1. A copy of the Corporation's financial statement. *See* TEX. OCC. CODE ANN. § 1704.154(b)(4)(A) (West 2017).
- _____ 2. Three dated letters of recommendation from reputable persons, who have known the Local Agent for at least three years, stating that the applicant has a reputation for honesty, truthfulness, fair dealing and competency and recommending that the license be granted. *See* TEX. OCC. CODE ANN. § 1704.154(b)(4)(C) (West 2017).

- _____ 3. A copy of the receipt for the cashier's check or money order in the amount of \$500.00. *See* TEX. OCC. CODE ANN. § 1704.154(b)(4)(D) (West 2017).
- _____ 4. A color portrait style photograph of Local Agent. *See* TEX. OCC. CODE ANN. § 1704.154(b)(4)(E) (West 2017).
- _____ 5. A set of fingerprints of Local Agent taken by a law enforcement officer. *See* TEX. OCC. CODE ANN. § 1704.154(b)(4)(E) (West 2017).
- _____ 6. Proof of mandated Bail Bonded Professional Education. *See* TEX. OCC. CODE ANN. § 1704.152(a)(4)(B) (West 2017).
- _____ 7. If Corporation and/or Local Agent is licensed in other counties, please attach a current letter from the respective Bail Bond Board stating whether or not the Corporation is in good standing. *See* TEX. OCC. CODE ANN. §§ 1704.101, .154(b)(1), .154(G), .157 (West 2017).
- _____ 8. A sworn statement from Corporation and Local Agent that he or she will comply with Chapter 1704 of the Texas Occupations Code, the Lubbock County Bail Bond Board By-Laws, and all rules prescribed by the Lubbock County Bail Bond Board. *See* TEX. OCC. CODE ANN. § 1704.154(b)(4)(B) (West 2017).
- _____ 9. Copy of properly filed "Power of Attorney" with the County Clerk designating and authorizing the Local Agent to execute Bail Bonds for the Corporation. *See* TEX. OCC. CODE ANN. § 1704.211 (West 2017).
- _____ 10. No outstanding forfeiture affidavits from Corporation. *See* TEX. OCC. CODE ANN. § 1704.101, .154(b)(1), .154(g), .157.
- _____ 11. A statement of whether Corporation is chartered or admitted to do business in the State of Texas and qualified to write fidelity, guaranty and surety bonds under the Texas Insurance Code, as amended. *See* TEX. OCC. CODE ANN. § 1704.154(b)(2)(B).
- _____ 12. A sworn statement from Corporation that information contained in this Application, together with all attachments are true and correct.
- _____ 13. Total number of attached pages in addition to Application.

V. ACKNOWLEDGMENT:

The authorized representative of the Corporation makes each of the foregoing statements, together with each statement hereto, for the purpose of inducing the Lubbock County Bail Bond Board, Lubbock County, Texas, to issue applicant a license to act as bondsman in the Courts of Lubbock County, Texas, well knowing and understanding that any representation herein and therein which is not true and correct, or any misrepresentation or omission which causes the same not to truly and accurately demonstrate the Corporation's financial responsibility as a licensed bondsman in said courts may result in the denial of said license, the denial of any renewal thereof, or in the revocation thereof should the license be granted under this application.

DATE: _____

Authorized Representative of Corporation: _____

THE STATE OF TEXAS

COUNTY OF LUBBOCK

Before me, the undersigned authority, a Notary Public in and for Lubbock County, Texas on this day personally appeared, known to me to be the person whose name is subscribed to the foregoing instrument, who having by me duly sworn, deposes and says:

I am the authorized representative of the Corporation for the foregoing Application for the Bail Bondsmen License. Each of the foregoing statements, together with each statement in each required attachment has been made for the purpose of inducing the Lubbock County Bail Bond Board, Lubbock County, Texas, to issue a license to act as bondsmen in the courts of Lubbock County, Texas to the Corporation. I understand that any representation herein which is not true and correct, or any misrepresentation or omission which causes the Application not to truly and accurately demonstrate the personal and financial responsibility as a licensed bondsman in Lubbock County, may result in the denial of a license, the denial of any renewal of a license, or in the revocation of a license should one be granted pursuant to this Application.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the _____ day of _____, 20_____.

NOTARY PUBLIC in and for
Lubbock County, Texas

My commission expires _____

DRAFT FORMAT FOR LETTERS OF RECOMMENDATION

STATE OF TEXAS

COUNTY OF LUBBOCK

Before me, the undersigned authority, on this day personally appeared _____, who swore on oath that the following facts are true:

"My name is _____, I am over the age of 18 years of age, of sound mind and competent to make this affidavit. The facts stated in this affidavit are within my personal knowledge, are true and correct and in accordance with § 1704.154(b)(4)(C) of the Texas Occupations Code."

"I am a reputable person in this community".

"I have known _____, for at least three years".

"_____ has a reputation for honesty, truthfulness, fair dealing, and competency".

I recommend the Lubbock County Bail Bond Board issue the bail bond license.

(Print Name)

(Signature)

(Address)

(Phone Number)

SIGNED AND SWORN before me this _____ day of _____, 20_____.

Notary Public, State of Texas

DRAFT LETTER

(Name of Board Chairman)
Lubbock County Bail Bond Board
Lubbock County Courthouse
Lubbock, Texas

Dear (Board Chairman),

As required in Section III of this Individual Bondsman Application, I hereby declare:

I will comply with and abide with Chapter 1704 of the Occupations Code, the Lubbock County Bail Bond Board By-Laws, and all rules prescribed by the Lubbock County Bail Bond Board.

(Print Name)

(Signature)

SIGNED AND SWORN before me this _____ day of _____, 20____.

Notary Public, State of Texas

CHECK SHEET FOR APPLICATIONS

Attached to this application are the following: (check if applicable)

- _____ 1. A copy of the Corporation's financial statement. *See* TEX. OCC. CODE ANN. § 1704.154(b)(4)(A) (West 2017).
- _____ 2. Three dated letters of recommendation from reputable persons, who have known the Local Agent for at least three years, stating that the applicant has a reputation for honesty, truthfulness, fair dealing and competency and recommending that the license be granted. *See* TEX. OCC. CODE ANN. § 1704.154(b)(4)(C) (West 2017).
- _____ 3. A copy of the receipt for the cashier's check or money order in the amount of \$500.00. *See* TEX. OCC. CODE ANN. § 1704.154(b)(4)(D) (West 2017).
- _____ 4. A color portrait style photograph of Local Agent. *See* TEX. OCC. CODE ANN. § 1704.154(b)(4)(E) (West 2017).
- _____ 5. A set of fingerprints of Local Agent taken by a law enforcement officer. *See* TEX. OCC. CODE ANN. § 1704.154(b)(4)(E) (West 2017).
- _____ 6. Proof of mandated Bail Bonded Professional Education. *See* TEX. OCC. CODE ANN. § 1704.152(a)(4)(B) (West 2017).
- _____ 7. If Corporation and/or Local Agent is licensed in other counties, please attach a current letter from the respective Bail Bond Board stating whether or not the Corporation is in good standing. *See* TEX. OCC. CODE ANN. §§ 1704.101, .154(b)(1), .154(G), .157 (West 2017).
- _____ 8. A sworn statement from Corporation and Local Agent that he or she will comply with Chapter 1704 of the Texas Occupations Code, the Lubbock County Bail Bond Board By-Laws, and all rules prescribed by the Lubbock County Bail Bond Board. *See* TEX. OCC. CODE ANN. § 1704.154(b)(4)(B) (West 2017).
- _____ 9. Copy of properly filed "Power of Attorney" with the County Clerk designating and authorizing the Local Agent to execute Bail Bonds for the Corporation. *See* TEX. OCC. CODE ANN. § 1704.211 (West 2017).
- _____ 10. No outstanding forfeiture affidavits from Corporation. *See* TEX. OCC. CODE ANN. § 1704.101, .154(b)(1), .154(g), .157.
- _____ 11. A statement of whether Corporation is chartered or admitted to do business in the State of Texas and qualified to write fidelity, guaranty and surety bonds under the Texas Insurance Code, as amended. *See* TEX. OCC. CODE ANN. § 1704.154(b)(2)(B).
- _____ 12. A sworn statement from Corporation that information contained in this Application, together with all attachments are true and correct.