

3. The Name and Residential address of the Corporation Agent who is to have charge of the business under the License: _____

Residential phone number of Agent: _____

4. The following shall be furnished: (It is required that Applicant notifies the Bexar County Bail Bond Board of any changes in the section, within ten days of the change.)

A. A copy of the Articles of Incorporation showing the date of filing with the Secretary of State and any amendments thereto: **(Attach after page 10 of the application, in numerical order)**

(If this is a renewal application, see Bail Bond Board Clerk 31 days prior to expiration of your License.)

B. A copy of By-Laws. **(Attach after page 10 of the application, in numerical order)**

(If this is a renewal application, see Bail Bond Board Clerk 31 days prior to expiration of your License.)

C. Minutes of Directors' or Stockholder's meetings showing approval for operation of business to be licensed. **(Attach after page 10 of the application, in numerical order)**

(If this is a renewal application, see Bail Bond Board Clerk 31 days prior to expiration of your License.)

D. Is the Corporation chartered or admitted to do business in the State of Texas?

YES: NO:

E. Is the Corporation qualified to write Fidelity Guaranty and Surety Bonds under the Texas Insurance Code?

YES: NO:

F. List each Officer, Director, or Agent, who will process the giving or making of Bail Bonds: _____

G. If the Application is a Foreign Corporation the following shall be furnished:

(1) Name and Address of the principal Agent in Texas.

(2) A Certificate duly executed, not more than thirty days before the filing of this application, by the proper Officer by whom such Certificate should be executed, showing that the said Applicant is authorized to transact business in the State of Incorporation. **(Attached after page 10 of the application, in numerical order)**

(3) A Certificate issued by the Texas State Board of Insurance showing that the Applicant is authorized to do business in this State. **(Attached after page 10 of the application, in numerical order)**

(4) State the Name and Physical address of the person upon whom process may be served even if it is the same person who will have charge of the Business under the License: _____

5. Whether or not any other business will be conducted on the same premises as the Bail Bond Business.

YES:

NO:

(If affirmative, furnish the following information)

Name of Business: _____

Nature of Business: _____

(Use separate sheet as necessary and attached after page 10 of the application, in numerical order)

6. Is the Agent presently delinquent in any Court-Ordered child support payments?

YES:

NO:

(If affirmative, furnish the following information)

Cause Number: _____ Place case filed: _____

(Use separate sheet as necessary, and attach after page 10 of the application, in numerical order)

7. Have you been directly or indirectly connected, in any capacity, with any Bail Bond Organization in Texas or elsewhere?

A. As an Individual Owner, Agent, Partner, Member, Officer, Director, or Employee.

Corporation:

YES:

NO:

Agent:

YES:

NO:

B. Which had its Application for license refused by any Federal, State, or Municipal Authority, or which withdrew such Application to avoid a refusal, or which withdrew such Application by request, or which had its License or registration suspended, cancelled, or revoked by such authority.

Corporation: YES: NO:
Agent: YES: NO:

(If affirmative, furnish dates, name of organizations, and nature of your connection)

Corporation: _____

Agent: _____

(Use additional sheet as necessary, and attach after page 10 of the application, in numerical order)

8. Employee(s) Information:

A. Name: _____ Date of Birth: _____
Home street address: _____

B. Name: _____ Date of Birth: _____
Home street address: _____

C. Name: _____ Date of Birth: _____
Home street address: _____

D. Name: _____ Date of Birth: _____
Home street address: _____

(Use additional sheet as necessary, and attach after page 10 of the application, in numerical order)

9. Is the Corporation or Agent involved in any Civil Litigation (other than Bail Bond Forfeitures) at this time?

Corporation: YES: NO:
Agent: YES: NO:

(If affirmative, furnish the following information)

Corporation:

Cause Number: _____ Date of Filing: _____

Briefly describe the nature of such Litigation: _____

Cause Number: _____ Date of Filing: _____
Briefly describe the nature of such Litigation: _____

(Use additional sheet as necessary, and attach after page 10 of the application, in numerical order)

Agent:
Cause Number: _____ Date of Filing: _____
Briefly describe the nature of such Litigation: _____

Cause Number: _____ Date of Filing: _____
Briefly describe the nature of such Litigation: _____

(Use additional sheet as necessary, and attach after page 10 of the application, in numerical order)

10. Has the Corporation or Agent, or has any Bail Bond Organization with which the Corporation or Agent associated, as an Officer, Partner, Owner, Agent, Employee, or otherwise, been involved in any voluntary or involuntary bankruptcy, Receivership, or Insolvency Proceedings?

Corporation: YES: _____ NO: _____
Agent: YES: _____ NO: _____

(If affirmative, furnish the following information)

Corporation:

Name of the Organization: _____
Cause Number: _____
Nature of Litigation: _____

Name of the Organization: _____
Cause Number: _____
Nature of Litigation: _____

(Use additional sheet as necessary, and attach after page 10 of the application, in numerical order)

AGENT:

Name of the Organization: _____

Cause Number: _____

Nature of Litigation: _____

Name of the Organization: _____

Cause Number: _____

Nature of Litigation: _____

(Use additional sheet as necessary, and attach after page 10 of the application, in numerical order)

11. Have you or any of your Employees or Agents ever been convicted of a Criminal Offense in this State, or any other State, or by the Federal Government other than for Traffic Violations?

YES:

NO:

(If affirmative, furnish the following information)

A. Name: _____ Offense: _____

Date of Offense: _____ State in which Convicted: _____

Cause No: _____ Disposition: _____

B. Name: _____ Offense: _____

Date of Offense: _____ State in which Convicted: _____

Cause No: _____ Disposition: _____

C. Name: _____ Offense: _____

Date of Offense: _____ State in which Convicted: _____

Cause No: _____ Disposition: _____

12. Is the Corporation currently a party to any contract, or any other type of agreement that could result in the purchase of any or all of its assets?

YES:

NO:

(If affirmative furnish details)

13. Does the Applicant or Agent have any Contractual Agreement, either written, oral, financial, or otherwise, pertaining to Bail Bonds, with any person licensed to practice law in the State of Texas, or any relative of said person?

Corporation: YES: NO:
 Agent: YES: NO:

(If affirmative furnish details)

Corporation: _____

Agent: _____

(Use additional sheet as necessary, and attach after page 10 of the application, in numerical order)

14. Does the Applicant or Agent have any unsatisfied Judgments of any kind pending against it or him/her?

Corporation: YES: NO:

If affirmative, how many? _____

(If affirmative, give the following information on each)

Agent: YES: NO:

If affirmative, how many? _____

(If affirmative, give the following information on each)

Corporation:

<u>County</u>	<u>Cause Number</u>	<u>Defendant's Name</u>	<u>Date of Judgment</u>	<u>Amount of Judgment</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

(Use additional sheet as necessary, and attach after page 10 of the application, in numerical order)

Agent:

<u>County</u>	<u>Cause Number</u>	<u>Defendant's Name</u>	<u>Date of Judgment</u>	<u>Amount of Judgment</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

(Use additional sheet as necessary, and attach after page 10 of the application, in numerical order)

The examples provided with your packet must be used to complete the following requirements for your Application.

15. Provide a complete sworn Financial Statement for the Corporation.

(Example provided at attachment (A))

16. This Application must be accompanied by:

- A. Letters of recommendation from at least three reputable persons who have known the Agent for the Applicant for at least three (3) years. Each letter shall recommend the Applicants Agent as having a reputation of honesty, truthfulness, fair dealing, competency, and recommend the License be granted. The letter requirement applies both to Employees as well as the Agent, and must have the signature, printed Name, address and telephone number of the person making the recommendation.

(Board approved forms are available from the Bail Bond Board Administrator)

(Enclose as Attachment B and C)

17. Attach to the Application a **Cashier's Check** made payable to the **Bexar County Clerk/Treasurer** in the amount of five hundred dollars, (\$500.00), as an Application Fee.

(Enclose as Attachment E)

18. Attached to the Application two passport type **color** photographs of the Agent and of each of the Employees who will process the giving or making of Bail Bonds.

(Enclose as Attachment F)

19. Each Agent of the Applicant or other Employee of the Agent who will process the giving or making of Bail Bonds shall have their Fingerprints taken and a criminal background check run by the Texas Department of Public Safety. **Instructions are available from the Bail Bond Board Administrator.**

(Enclose as Attachment G)

20. Attach a Declaration by:
- A. The Applicant Corporation that the Corporation will comply with the provisions of Chapter 1704, Occupations Code and the Rules prescribed by the Bexar County Bail Bond Board.

(Example provided as Attachment H)

- B. The Agent for the Applicant Corporation that the Agent will comply with the provisions of Chapter 1704, Occupations Code and the Rules prescribed by the Bexar County Bail Bond Board.

(Example provided as Attachment I)

21. **Attach a Power of Attorney for the Agent of the Applicant who will process the giving or making of Bail Bonds.** (Any Corporation which acts as a surety shall, before executing any bail bond, first file in the office of the County Clerk of the county where such bail bond is given a power of attorney designating and authorizing the named agent of such corporation to execute such bail bonds by such agent. This power of attorney shall be a valid and binding obligation of the corporation).

(Enclose as Attachment J)

22. Upon notice from the Bexar County Bail Bond Board that this Application has been approved, the Applicant shall then:
- A. With the County Clerk/Treasure a Cashier's Check, Certificate of Deposit, or Cash in the amount required by Chapter 1704.

(NOTE: The deposit of any funds will be accomplished through the Bail Bond Administrator, using forms/documents approved by the County Auditor and furnished by the Bail Bond Administrator. If this is a renewal application, check with the Bail Bond Administrator to ensure that no changes have occurred in relation to the posted security).

Completed Application must be mailed or delivered to:

Donna Kay McKinney
Presiding Officer
Bexar County Bail Bond Board
C/O Ethel Segura, Administrator
Cadena Reeves-Justice Center
300 Dolorosa, Ste. B-068
San Antonio, Texas 78205-3058

In witness whereof, the Applicant _____ herein named has caused the foregoing application to be executed, this _____ day of _____, 20 _____, and acknowledges that all statements made herein, and attachments, are made for the purpose of inducing the Bexar County Bail Bond Board to grant said application, and that all statements herein contained are true.

Officer Applicant Name

Title

STATE OF TEXAS §
COUNTY OF BEXAR §

The Person whose name appears above personally appeared before the undersigned, a Notary Public in and for the above named County and State, on this the _____ day of _____, 20 _____, and acknowledged the execution of the foregoing instrument to be the voluntary act and deed of the Applicant therein named and for the purposes therein set forth, that he is duly authorized to execute the foregoing instrument, and that the statements and representations therein contained are true to his knowledge and belief.

Notary Public in and for
The State of Texas

My Commission Expires: _____