

CHECK LIST FOR A NEW LICENSE APPLICATION BY AN INDIVIDUAL

SWORN APPLICATION 1704.154a

1. <input type="checkbox"/>	Name, Date of Birth and Home Address	1704.154(b)(2)(A)
2. <input type="checkbox"/>	DBA of the business	1704.154(b)(2)(C)
3. <input type="checkbox"/>	Street and Mailing Address of Business	1704.154(b)(2)(D)
4. <input type="checkbox"/>	Statement Regarding Prior Convictions	1704.153
5. <input type="checkbox"/>	Taxpayer Identification Number	
6. <input type="checkbox"/>	Social Security Number	
7. <input type="checkbox"/>	Home and Business Address	

REQUIRED ATTACHMENT CHECKLIST

1. <input type="checkbox"/>	One (1) Original and One (1) Redacted Copy of Application	1704.154(a) Form Provided
2. <input type="checkbox"/>	Agenda Item Request Form (requesting to be placed on agenda for approval as a new company or renewal application)	Exhibit A Form Provided
3. <input type="checkbox"/>	Documentary Evidence of Prior Employment	1704.152(a)(4)(A) Exhibit B Form Provided
4. <input type="checkbox"/>	Continuing Legal Education Certificate	1704.152(a)(4)(B) Exhibit B Form Provided
5. <input type="checkbox"/>	Assumed Name Certificate (if one filed)	1704.154(b)(2)(C)
6. <input type="checkbox"/>	Assignment of Security	1704.154(b)(2)(E)
7. <input type="checkbox"/>	Listing of Any Nonexempt Real Estate	1704.154(3) Exhibit C Form Provided
8. <input type="checkbox"/>	Sworn Financial Statement	1704.154(b)(4)(A) Exhibit D Form Provided
9. <input type="checkbox"/>	Declaration of Compliance with Rules and Regulations	1704.154(b)(4)(B) Exhibit E Form Provided
10. <input type="checkbox"/>	Three (3) Letters of Recommendations Meeting the Requirements: Letters must Each be From a Person who is: a.) Reputable b.) Known Applicant for at Least 3 Years Letters must: a) State that the Applicant has a reputation for honesty, truthfulness, fair dealing, and competency b) Recommend that the board issue the license	1704.154(b)(4)(C)
11. <input type="checkbox"/>	\$500.00 Application Fee	1704.154(b)(4)(D)
12. <input type="checkbox"/>	Photograph of Applicant	1704.154(b)(4)(E) Exhibit F Form Provided
13. <input type="checkbox"/>	Set of Applicant Fingerprints taken by the WCSO	1704.154(b)(4)(F)
14. <input type="checkbox"/>	List of Each County in Which Applicant Holds a License	1704.154(b)(4)(G)(i) Exhibit G Form Provided

15. <input type="checkbox"/>	State of Final Judgments: If Applicant is or has been licensed in other Counties	1704.154(b)(4)(G)(ii) Exhibit H Form Provided
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Real Property List:

16. <input type="checkbox"/>	Legal Description of Property	1704.155(1)
17. <input type="checkbox"/>	Current Tax Statement	1704.155(2)
18. <input type="checkbox"/>	Property Appraisal Statement from Real Estate Appraiser or Statement from County's most recent Certified Tax Appraisal Roll	1704.155(3)
19. <input type="checkbox"/>	Statement of Agreement to Pay Taxes/Application Affidavit that states: a)Applicant agrees to pay taxes on property b)Will not further encumber property c)Agrees to maintain insurance on property	1704.155(4) Exhibit I Form Provided
20. <input type="checkbox"/>	Statement of Marital Status	1704.155(5) Exhibit J Form Provided
21. <input type="checkbox"/>	Spouses Affidavit	1704.155(6) Exhibit J Form Provided
22. <input type="checkbox"/>	Authorization of Release	Exhibit K Form Provided

WISE COUNTY BAIL BOND BOARD



APPLICATION FOR LICENSE – INDIVIDUAL

Instructions

1. Complete the application by filling in all the blanks and attaching all the required documents. You should read and be familiar with the requirements of the law regulating bail bond sureties, Texas Occupations Code, Chapter 1704.
2. Submit an original, plus one redacted copy. Attachments must be included. Identifying information (date of birth, social security number and account numbers) may be redacted from the copies.
3. All applications (original or renewal) must be submitted with the application fee of \$500.00. Checks should be made payable to the Wise County Bail Bond Board.
4. Applications are to be submitted to the Board thru the Bail Bond Board Staff, located in the District Attorney's Office, 101 N. Trinity, Suite 200, Decatur, TX 76234.
5. If you are submitting an application for license renewal, you must file the application **not later than 31st day** before the license expiration date. For further information, see Occupations Code 1704.162. It is the **responsibility of the license holder** to apply for a renewal. If a renewal application is not timely filed and the current license expires, the license holder shall not execute any bail bond until a new license is issued.

WISE COUNTY BAIL BOND BOARD

APPLICATION FOR LICENSE – INDIVIDUAL

() NEW APPLICATION

() RENEWAL APPLICATION

FOR OFFICIAL USE ONLY:

APPROVED _____
(DATE)

DENIED _____
(DATE)

NEXT RENEWAL DATE:

For Renewals: License #: _____ Date License Expires: _____

Full Name of Applicant:	Any other names used by applicant at any time:
Date of Birth:	US Citizen: Yes _____ No _____
Drivers License/ID Card No:	Social Security No.:
Is Applicant Married: Yes _____ No _____	Name of Spouse:
DBA or Name under which this Bonding Company will be or is being conducted:	
Physical Address of Business:	Mailing Address of Business:
Telephone No.	Fax No.
Taxpayer ID No.:	
Home Address of Applicant:	Home Phone: _____ Cell Phone: _____
Has the applicant ever been convicted of a misdemeanor involving moral turpitude or a felony after August 27, 1973: Yes _____ No _____ If yes, give the offense county and date of conviction: _____	
Is the Applicant licensed in any other counties: Yes _____ No _____ (list counties)	
1. _____	4. _____ 7. _____
2. _____	5. _____ 8. _____
3. _____	6. _____ 9. _____
Has the Applicant ever been denied a bail bond surety license, or had a license suspended or revoked, in the State of Texas: Yes _____ No _____ If yes, explain (County, Date, and Reason): _____ _____ _____	

Is there any civil litigation pending against the applicant: Yes _____ No _____

If yes, explain: _____

State the nature and value of security you intend to pledge to the board:

A. CASH: total value: \$ _____

FORM OF DEPOSIT	VALUE
Cash	\$ _____
Certificate of Deposit	\$ _____
Cashiers Check	\$ _____

B. REAL PROPERTY: Total Value \$ _____ (list street addresses)

- 1.) _____ \$ _____
- 2.) _____ \$ _____
- 3.) _____ \$ _____
- 4.) _____ \$ _____
- 5.) _____ \$ _____

Agenda Item Request Form
Wise County Bail Bond Board
2:00 pm Every 3rd Thursday of the Month

Agenda Item:

Approval of new bonding company

Consent, **Action**, Executive Session, Etc.

Meeting Date Requested:

Requested by:

Summary:

Agenda Item – Approved by: _____ (Presiding Officer(s))

**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: _____

A. Name, Address, and Telephone Number of company where experience was obtained:

B. Name, Address, and Telephone Number of supervisor where experience was obtained:

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:

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

Dates the course(s) were taken: _____

Affiant's Signature

The State of Texas §
County of Wise §

_____, being duly sworn, deposes and says: The foregoing statement, marked *Exhibit B* 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.

Sworn and subscribed to, before me, on this the _____ day of _____, 20_____.

Notary Public in and for the State of Texas

FINANCIAL STATEMENT

TO: THE WISE COUNTY BAIL BOND BOARD

PERSONAL FINANCIAL STATEMENT OF _____ AS OF _____, 20__.

Submitted to the Bail Bond Board as part of an application to write Bail Bonds as required by the rules and regulations of the board.

SECTION 1: INDIVIDUAL INFORMATION

Name:	
Residence Address:	
City, State, Zip:	
Position or Occupation:	
Business Name:	
Business Address:	
City, State, Zip:	
Residence Phone	Business Phone:
Social Security Number:	Date of Birth:
Drivers License Number:	State

Attach extra pages if needed to complete any section

SECTION 2: BALANCE SHEET

ASSETS (omit cents)

Cash (Schedule 1)				
Securities (Section 2)	Marketable			
	Non Marketable			
Notes and Accounts Receivable				
Professional Accounts Receivable				
Real Estate (Schedule 3)	Wholly-owned			
	Homestead			
	Partial Interest			
Cash Surrender Value of Life Insurance (Section 4)				
Autos:	Year	Make	Value	
	Year	Make	Value	
	Year	Make	Value	
Oil Interest/Production Leases				
Personal Property – Household, etc				
Other Assets (Itemize)				
Total Assets				\$

LIABILITIES

Notes Payable to Banks (Schedule 4)	Secured		
	Unsecured		
Other Accounts & Notes Payable (Schedule 4)	To Relatives		
	To Others		
Outstanding Credit Card Balances			
Owing on Real Estate (Schedule 3)	Wholly-Owned		
	Homestead		
	Partial Interest		
Taxes Owing	Income Taxes		
	Other Taxes		
Other Liabilities (Itemize)			
Total Liabilities			
Net Worth			
Total Liabilities and Net Worth			\$

SECTION 3: CONTINGENT LIABILITIES

As Endorser	
As Guarantor	
On Leases or Contracts	
Legal Claims or Judgments	
Provision for Federal Income Tax	

Other (Itemize)	
Have you ever made composition settlement or taken bankruptcy? If yes, Explain:	

SECTION 4: LIFE INSURANCE AND ANNUITIES (Including employer provided)

COMPANY	FACE AMOUNT	BENEFICIARY	CASH VALUE	POLICY LOAN	NET CASH VALUE	INSURED	PLEGGED YES or NO?
TOTAL							

SECTION 5: SCHEDULES

NUMBER 1: CASH IN BANKS AND OTHER INSTITUTIONS

NAME AND LOCATION	TYPE OF ACCOUNT	BALANCE (\$)

NUMBER 2a: SECURITIES-MARKETABLE i.e.GOVERNMENT ISSUES, LISTED SECURITIES

Face Value of Bond or No. of Stock Shares	Description of Security	Stock Exchange	Total Cost	Present Market Value	Income Received Last Year	Registered to Whom	If Pledged, to Whom
TOTAL				\$			

NUMBER 2b: SECURITIES-NONMARKETABLE i.e. CLOSELY HELD FIRMS

Face Value of Bond or No. of Stock Shares	Description of Security	Total Cost	Present Market Value	Income Received Last Year	Registered to Whom	If Pledged, to Whom

NUMBER 3: REAL ESTATE – The legal and equitable title to all real estate listed in this statement is solely in the name of the undersigned, unless noted:

Description or Street Number	Date Acquired (MM/DD/YY)	Improvements Consist of	Mortgage or Lien Holder	Purchase Price	Current Debt Outstanding	Present Market Value

NUMBER 4: NOTES PAYABLE:

Holder's Name and Location	Original Commitment Amount	Date Opened (MM/DD/YY)	Current Balance	Maturity Date (MM/DD/YY)	Collateral

I, _____ do hereby acknowledge that this personal financial statement is being prepared for the purpose of submitting to the Wise County Bail Bond Board an application for new or renewal of a license to write bail bonds in Wise County, Texas and that any false statement therein may be grounds for which the said Board may refuse to grant me a license to write bail bonds or upon which the Board may suspend or revoke my license to write bail bonds or refuse to renew my license.

I, _____ upon oath and upon the pains and penalties of perjury do hereby swear that the forgoing is a true, complete and accurate financial statement of myself, submitted by me to the Wise County, Texas Bail Bond Board on this the ____ day of _____, 20____.

Affiant

STATE OF TEXAS
COUNTY OF WISE

SUBSCRIBED AND SWORN TO BEFORE ME, BY _____, on this the ____ day of _____, 20____, to certify which witness my hand and official seal.

Notary Public, State of Texas

Typed/Printed Name

Commission Expires:

DECLARATION OF COMPLIANCE WITH RULES AND REGULATIONS

STATE OF TEXAS §
COUNTY OF WISE §

BEFORE ME, the undersigned authority on this day personally appeared _____, who being by me duly sworn on oath stated:

I am the applicant in the foregoing application for a Bail Bond License. I make each of the foregoing statements, together with each statement in each required attachment, for the purpose of inducing the Wise County Bail Bond Board to issue to me a license to act as a licensed surety in the courts of Wise County, Texas. 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 my personal and financial status, 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 under this application. As the applicant, **I hereby swear** that I will comply with Chapter 1704 of the Texas Occupations Code as amended, and with the Rules and Regulations of the Wise County Bail Bond Board.

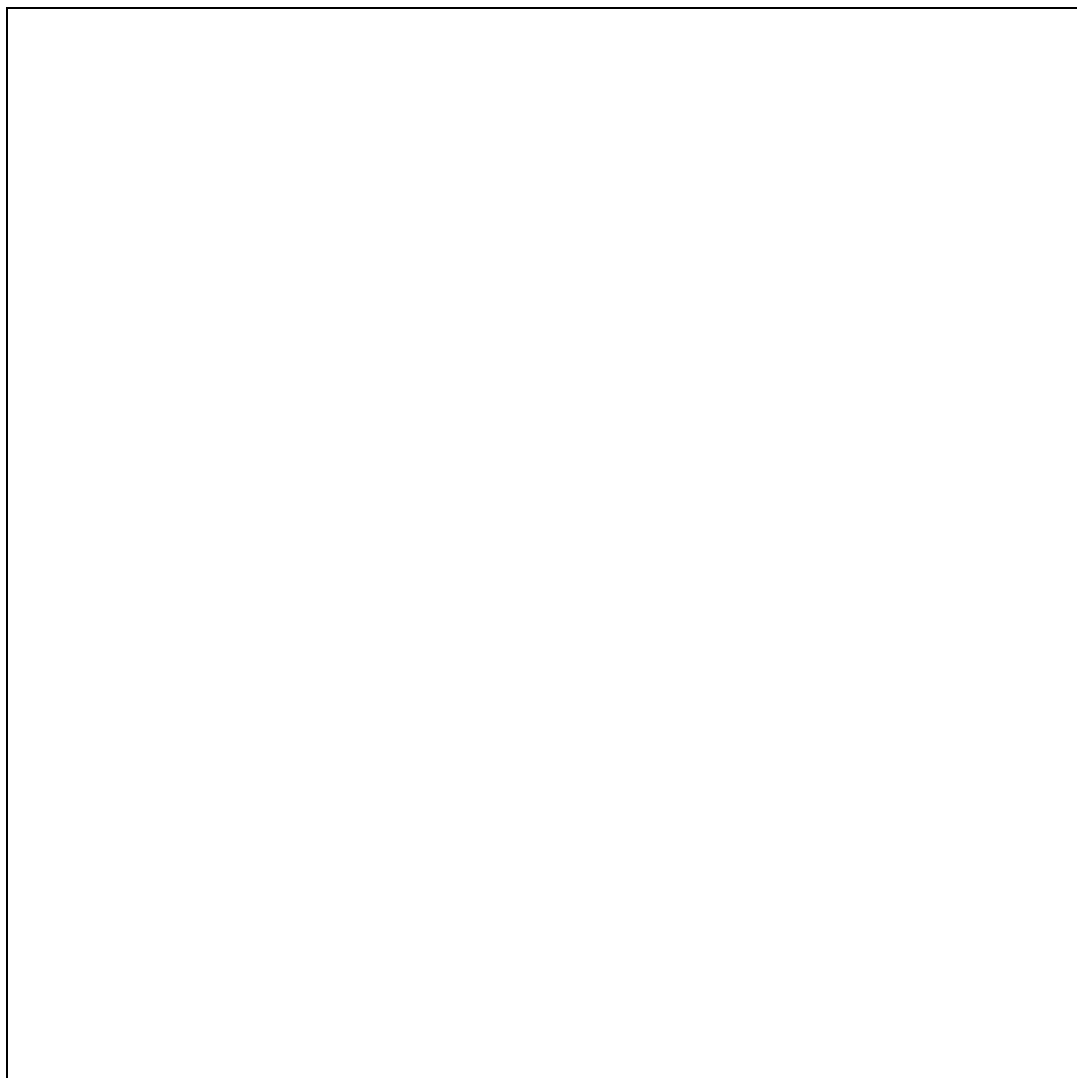
SIGNATURE OF APPLICANT

DATE

SWORN AND SUBSCRIBED before me, a Notary Public in and for the State of Texas, on this _____ day of _____, 20_____.

Notary Public
My Commission Expires:_____

PHOTOGRAPH OF APPLICANT



STATE OF FINAL JUDGMENTS:

STATE OF TEXAS §
 COUNTY OF WISE §

BEFORE ME , the undersigned authority on this day personally appeared _____ who being by me duly sworn on oath the above stated:

- _____ 1. As of the date of this application I have no final judgments executed by me as a surety or as an agent for a surety in any county that have been unpaid for more than thirty (30) days and that arose directly or indirectly from any bail bond.

- _____ 2. As of the date of this application, the following judgment(s) that arose directly or indirectly from a bail bond executed by me as a surety or as an agent for a surety remain unpaid for more than thirty (30) days after issuance.

COUNTY	COURT	CASE #	DEFENDANT'S NAME	JUDGMENT DATE	LIABILITY

TOTAL NUMBER OF FINAL JUDGMENTS: _____ TOTAL AMOUNT OF LIABILITY: \$ _____

- _____ 3. As of the date of this application, the following cases have **pending forfeitures**, but have not gone to final judgment. {attach extra pages if necessary}

COUNTY	COURT	CASE #	DEFENDANT'S NAME	LIABILITY

Applicant must check #1 or #2 and complete #3

 SIGNATURE

 DATE

SWORN AND SUBSCRIBED before me, a Notary Public in and for the State of Texas, on this _____ day of _____, 20_____.

Exhibit I

APPLICANT’S AFFIDAVIT – TAXES/INSURANCE

STATE OF TEXAS §
COUNTY OF WISE §

BEFORE ME , the undersigned authority on this day personally appeared _____
_____ who being by me duly sworn on oath the above stated:

I am the applicant for a Wise County Bail Bond License. I am over the age of 18 years and am a resident of the State of Texas and a citizen of the United States. If a license is granted for me to operate as a licensed bondsman in Wise County, Texas, I will comply in full with all of the rules of the Wise County Bail Bond Board and the Bail Bond Act. All statements made by me in relation to this application, contained in this Affidavit or in the application for license submitted to the Wise County Bail Bond Board are true and correct.

If real estate has been pledged to the Wise County Bail Bond Board as collateral for my bonds, I swear:

- a: All taxes due to any taxing entity are current and paid.
- b. I will maintain and provide to the Wise County Bail Bond Board proof of insurance located on the collateralized property.
- c. I will not further encumber the property after transfer of the property to the Wise County Bail Bond Board.
- d. The property being offered as collateral to the Wise County Bail Bond Board is not my homestead.
- e. If I am offering cash or a certificate of deposit to be used as collateral, neither the cash nor the certificate of deposit have any encumbrance and have not been borrowed without a corresponding liability enter on my financial statement.

I SWEAR to the preceding, consisting of one (1) page, under penalty of perjury.

APPLICANT

SUBSCRIBED TO AND SWORN TO before me by _____
this _____ day of _____, 20____.

Notary Public in and for The State of Texas
My Commission Expires: _____

STATEMENT OF MARITAL STATUS

Is Applicant Married: Yes _____ No _____

SIGNATURE OF APPLICANT

DATE

**SPOUSE’S AFFIDAVIT CONCERNING PROPERTY PLEDGED
AS COLLATERAL**

BEFORE ME, the undersigned authority, on this day personally appeared, _____, the spouse by formal marriage or by common law of _____, who upon oath being by me duly sworn, states the following:

“My name is _____. I am the spouse of _____ who is applying for a Wise County Bail Bond Board license. I agree to transfer to the Wise County Bail Bond Board in trust any right, title, or interest that I may have to the real property offered for collateral, described as:

I agree to execute Deed(s) of Trust to the Wise County Bail Bond Board concerning this property, conveying and/or assigning to the Wise County Bail Bond Board in trust any right, title, or interest that I may have to said real property to the Wise County Bail Bond Board.

I further agree to assign to Wise County, acting by and through the Wise County Treasurer, any interest I may possess in any Time Deposit or other cash which is being offered as collateral by my spouse. Said property is specifically designated as follows:

Said assignment of rights will be to the extent necessary to carry out the purposes of Chapter 1704.155 (4) & (5) of the Texas Occupations Code.

I SWEAR to the preceding, consisting one (1) page, under penalty and perjury.”

SIGNATURE OF SPOUSE

DATE

SWORN AND SUBSCRIBED before me, a Notary Public in and for the State of Texas, on this _____ day of _____, 20_____.

Notary Public
My Commission Expires: _____

AUTHORIZATION OF RELEASE

DATE: _____

I, _____ (Surety)

DBA _____ (Business Name)

License# _____ Address: _____

Phone# _____ Last 4 #'s of SS: _____

Give my permission to have the information that I have provided in my financial statement dated _____, to acquire or renew a license with the Wise County Bail Bond Board for the license period beginning _____ (month and year), be released to the designated person assigned by the board. This person can investigate any and all information provided in the attached copy of the financial statement I have filed with the board.

The authorized person designated will have a letter of authority issued by the board.

This authorization is in effect until final action is taken by the board on the application/renewal dated _____.

SIGNATURE

DATE

SWORN AND SUBSCRIBED before me, a Notary Public in and for the State of Texas, on this _____ day of _____, 20_____.

Notary Public
My Commission Expires: _____

**WISE COUNTY BAIL BOND BOARD
ASSIGNMENT OF CERTIFICATE OF DEPOSIT**

I, _____, holder of a Wise County bail bond surety license hereinafter called "Assignor", do hereby assign and set over to the Treasurer of Wise County, Texas, all right, title, and interest, of whatever nature, of Assignor, in and to the insured account of Assignor in the _____ (name of bank), at _____ (address), evidenced by a certificate of deposit/time deposit which is numbered _____, dated _____, and in the amount of _____. Assignor agrees that this assignment carries with it the right to the assurance of the amount by the Federal Deposit Insurance Corp. and includes and gives the right to the Treasurer of Wise County to present for payment the certificate of deposit/time deposit described herein if the Assignor fails to pay a final judgment on a forfeiture of a bail bond executed by the Assignor in Wise County not later than the 30th day after the final judgment, as required by the Texas Occupations Code Chapter 1704, or if the Assignor ceases to engage in the bonding business in Wise County and ceases to maintain the license number cited above. This assignment is valid as to all renewals of said certificate of deposit/time deposit. The certificate of deposit/time deposit becomes the property of Wise County Treasurer if not renewed.

Assignor agrees not to encumber this certificate of deposit/time deposit in any way.

Assignor hereby notifies the above-named bank of the assignment.

Dated this _____ day of _____, 20_____.

ASSIGNOR/SURETY

Subscribed and sworn to before me this the _____ day of _____, A.D. 20_____, by _____, Affiant.

Witness my hand and seal of office this the _____ day of _____, A.D. 20_____.

Notary Public in and for the County of _____, and the State of Texas
My Commission Expires : _____

RECEIPT FOR NOTICE OF ASSIGNMENT

Receipt is hereby acknowledged to the Treasurer of Wise County, Texas, of written notice of the assignment to said Treasurer of the certificate of deposit/time deposit no. _____. We have noted in our records the Treasurer’s interest in the certificate of deposit/time deposit as shown by this assignment and have retained a copy of this assignment. We certify that we have received no notice of any lien, encumbrance, hold, claim or obligation of the referenced certificate of deposit/time deposit prior to the assignment to the Treasurer of Wise County. We agree to make payment by mail upon request by the Treasurer of Wise County, Texas to the Treasurer, pursuant to the Texas Occupations Code Chapter 1704. We agree that this certificate of deposit/time deposit and the renewals thereof are excluded from any claim of set off or other claim arising from any debt owed to the Bank by the Assignor. This lien on the certificate of deposit/time deposit is valid until released in writing by the Wise County Bail Bond Board. The certificate of deposit/time deposit becomes the property of the Wise County Treasurer if not renewed. The Bank will not alter the original structure of the certificate of deposit/time deposit nor add an addendum to the deposit agreement without the written consent of the Wise County Bail Bond Board.

The Bank agrees that any litigation involving this certificate of deposit/time deposit will be governed by the laws of the State of Texas and will have as venue Wise County, Texas.

Dated this _____ day of _____, 20____.

Bank Name and Address

BY: _____

(Name and Title of Officer)

BY: _____

(Name and Title of Officer or Witness)

Subscribed and sworn to before me this the ____ day of _____, A.D. 20____, by _____, Affiant.

Witness my hand and seal of office this the ____ day of _____, A.D. 20____.

Notary Public in and for the County of _____, and the State of Texas
My Commission Expires : _____

RECEIPT FOR SECURITY AND DIRECTIONS TO PAY EARNINGS

I hereby acknowledge receipt of the assignment of the certificate of deposit/time deposit numbered _____ . The _____ (bank) is hereby authorized and directed to pay any earnings on the referenced certificate of deposit/time deposit to the Assignor until otherwise notified in writing by mail by the Wise County Treasurer.

Dated this _____ day of _____, 20_____.

TREASURER OF WISE COUNTY

Subscribed and sworn to before me this the _____ day of _____, A.D. 20_____, by _____, Affiant.

Witness my hand and seal of office this the _____ day of _____, A.D. 20_____.

Notary Public in and for the County of _____, and the State of Texas
My Commission Expires : _____

INSTRUCTIONS FOR CERTIFICATE OF DEPOSIT

CERTIFICATE OF DEPOSIT

ACCOUNT TITLE	Wise County Treasurer FBO (name of licensed bondsman or corporate entity)
TAXPAYER ID NUMBER	Bondsman's tax ID or social security number Or Corporate Entity's tax ID number
TYPE OF MATURITY	Automatically Renewable
INTEREST PAYMENT	Recommended that interest earned be deposited into an account belonging to the licensed bondsman or corporate entity PLEASE NOTE: If interest is "rolled" back into the CD, bondsman collateral will NOT be increased by that amount.

SIGNATURE CARD

ACCOUNT TITLE	Wise County Treasurer FBO (licensed bondsman/corporation) PLEASE NOTE: There exists a separate authorization form designating the person permitted and conditions required for making withdrawals from this account.
SIGNATURE	ONE Signature Only: The Wise County Treasurer
TAXPAYER ID NUMBER	Taxpayer ID on signature card will be Bondsman's tax ID or social security number or Corporate Entity's tax ID number

WISE COUNTY BAIL BOND BOARD ASSIGNMENT OF CERTIFICATE OF DEPOSIT (3 PAGES TOTAL)

ASSIGNMENT (page 1)

Must be completed and signed by the Bondsman
or an Officer of the Corporation authorized by
the Corporation to sign.
Must be notarized.

RECEIPT OF NOTICE OF ASSIGNMENT (page 2)

Must be completed and signed by an Officer of
the Bank.

Must be notarized.

RECEIPT OF SECURITY AND DIRECTIONS TO PAY EARNINGS (page 3)

Must be completed and signed by the County
Treasurer and notarized.