

**SMITH COUNTY BAIL BOND BOARD  
APPLICATION FOR  
INDIVIDUAL LICENSEE**

**DATE APPLICATION PREPARED:** \_\_\_\_\_ **CIRCLE ONE: ORIGINAL OR RENEWAL**

**LICENSEE:** \_\_\_\_\_ **LICENSE NO:** \_\_\_\_\_

**D/B/A** \_\_\_\_\_ **EXPIRATION DATE OF OLD LICENSE:** \_\_\_\_\_

**SECTION I**

**CHECK LIST OF DOCUMENTS REQUIRED AT TIME OF SUBMITTING APPLICATION  
(RENEWAL APPLICATION – OMIT DOCUMENTS THAT HAVE AN “\*” AFTER NUMBER)**

1. A numerical index (with tabs) in the same order as the checklist listing the contents only.
2. Original Application with twelve (12) copies.
3. \$500.00 fee – Cashier’s Check, Certified Check or Money Order made payable to the *Smith County Treasurer*. This fee is not refundable if new or renewal license is not approved.
4. Current, sworn financial statement and supporting documentation.
5. \* Copy of Assumed Name Certificate if any is used.
6. Three (3) letters of recommendation about the applicant.
7. \* Two recent passport-size photos of applicant.
8. \* Full set of Fingerprints.
9. \* Signature card.
10. Letters from all counties that the applicant has or had a bail bond license in, showing that the applicant is in good standing. These letters should not be older than ninety (90) days at the time of filing this application.
11. Required real property documents needed at the time of filing:
  - A. Certified copy of warranty deeds on property pledged or a legal description of the property that would be sufficient to convey the property by general warranty deed.
  - B. A complete certified appraisal on property pledged, not older than (90) days at the time of the application filing, from each taxing entity authorized to impose taxes on the property showing the net value of the property by an appraiser who is a member in good standing of a nationally recognized professional appraiser society or trade organization that has an established code of ethics, educational program and professional certification program.

11. Properly filed "Power of Attorney" designating and authorizing the executing agent to execute bail bonds for the corporation.
12. Collateral log.
13. Copy of the agent's approved PBT Texas Bail Bond Course Certificate.
14. \* After Board has approved issuance of this license, corporate licensee must deposit with the County Treasurer a Cashier's Check, CD or Cash in an amount of at least \$50,000 from a bank with a branch in Smith County.
15. Properly and fully completed typed application filed timely with the Board's Coordinator.

**ALL REQUIRED DOCUMENTS MUST BE TURNED IN WITH THIS APPLICATION  
NO INCOMPLETE APPLICATION WILL BE ACCEPTED**

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**THIS SECTION FOR BOARD USE ONLY**

**DATE AND TIME RECEIVED BY BOARD'S COORDINATOR** \_\_\_\_\_

**SUBMITTED BY** \_\_\_\_\_

**RECEIVED BY** \_\_\_\_\_

**CHECKED BY** \_\_\_\_\_ **DATE** \_\_\_\_\_

**COMMENTS** \_\_\_\_\_

**SECTION II**

1. Full name of applicant \_\_\_\_\_  
Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_  
Driver's License or Texas Identification Number \_\_\_\_\_  
Social Security Number \_\_\_\_\_ United States Citizen: Yes \_\_\_\_\_ No \_\_\_\_\_  
Name of Spouse \_\_\_\_\_  
Date of Birth \_\_\_\_\_ Social Security No. \_\_\_\_\_
  
2. D/B/A or name under which this bonding company business will be or is being conducted:  
\_\_\_\_\_ Date same filed \_\_\_\_\_  
Address \_\_\_\_\_ Business Phone \_\_\_\_\_  
City/State/Zip \_\_\_\_\_
  
3. Has applicant ever been convicted of a felony or misdemeanor offense involving moral turpitude, anywhere, since the 27<sup>th</sup> of August, 1973?  
Yes \_\_\_\_\_ No \_\_\_\_\_ If "Yes", explain, giving full details, jurisdiction state, county, case number, court, charge date of offense and final disposition.  
\_\_\_\_\_  
\_\_\_\_\_
  
4. Has applicant ever been denied, refused, suspended, or had a license revoked to act as a bail bondsman in Texas?  
Yes \_\_\_\_\_ No \_\_\_\_\_ If "Yes", explain, including county, date and reason.  
\_\_\_\_\_  
\_\_\_\_\_
  
5. Applicant's home address: \_\_\_\_\_  
City/State/Zip \_\_\_\_\_ Phone \_\_\_\_\_  
Applicant's residential homestead address \_\_\_\_\_  
Homestead City/State/Zip \_\_\_\_\_

6. Present Business \_\_\_\_\_

Business Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_ Phone \_\_\_\_\_

Type of Business \_\_\_\_\_

Applicant's Business Homestead address \_\_\_\_\_

Business Homestead City/State/Zip \_\_\_\_\_

7. List all employees that are now working or that are going to work for this bail bond company including their names, address, including city, state and zip, social security number, and a driver's license or Texas Identification number. Indicate the person's name who is going to be the manager if other than applicant.

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8. Is there any civil litigation pending against this applicant in Texas that relates to his/her bail bond activities? YES \_\_\_ NO \_\_\_ IF "YES" EXPLAIN: (COUNTY, DATE AND REASON)

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9. Has applicant ever worked for, owned or been a part of any bail bond company, either inactively in this county or any county in Texas?

Yes \_\_\_\_\_ No \_\_\_\_\_ If "Yes", give the following: county, date, name of company and telephone number.

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10. List all bail bond final judgments that are now pending, anywhere, against this applicant or any company this applicant has a financial interest in. (Give info in following format)

County	Court	Case#	Defendant's Name	Judgt. Date	Liability
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11. List all bail bond Nisi Judgments that are now pending, anywhere, against this applicant or any company this applicant has a financial interest in. (Give info in following format)

County	Court	Case#	Defendant's Name	Judgt. Date	Liability
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Total number of final judgment(s) \_\_\_\_\_ Total amount of liability(s) \_\_\_\_\_

12. HAS APPLICANT, IN THE 2 YEARS PRECEDING THE DATE THIS APPLICATION IS FILED, (A) HAD AT LEASE 1 YEAR OF CONTINUOUS WORK EXPERIENCE IN THE BAIL BOND BUSINESS AND (B) COMPLETED AT LEASE 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 ARE OFFERED BY AN INSTITUTION OF HIGHER EDUCATION ACCREDITED BY THE STATE OF TEXAS?  
YES \_\_\_ NO \_\_\_

13. AFTER BOARD HAS APPROVED ISSUANCE OF THIS LICENSE, APPLICANT MUST DEPOSIT WITH THE COUNTY TREASURER A CASHIER'S CHECK, CD OR CASH IN THE AMOUNT OF AT LEAST \$50,000.

**SECTION III**

In consideration of granting this bail license and order to insure payment of any and all bail bond obligations incurred by this applicant, the applicant will deposit with the Smith County Treasurer security in the amount as indicated below.

U.S. Currency \_\_\_\_\_

Certificate of Deposit \_\_\_\_\_

Cashier's Check \_\_\_\_\_

**OR IN LIEU OF THE ABOVE**

In consideration of the granting of this bail bond license and in order to insure payment of any and all bail bond obligations incurred by this applicant, the applicant will put into a "Deed of Trust" to the Smith County Bail Bond Board the following described real property. (Complete legal description)

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If married, spouse must furnish a sworn statement agreeing to transfer to the Smith County Bail Bond Board, as a part of the trust, any right, title or interest that the spouse may have in the property, and the spouse must execute the deeds of trust to any community property placed in the security deposit to the Smith County Bail Bond Board.

It is agreed and understood that I will not further encumber the above listed property after conveyance in trust to the Smith County Bail Bond Board, without notifying, in writing, and obtaining the written permission of, the Smith County Bail Bond Board in advance.

It is also agreed and understood that I will ensure 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 claimed for the improvements. (Copy of policy(ies) are attached.)

It is further agreed and understood that I will keep all taxes paid on the property while it remains in trust. (Copy of paid tax receipts attached.)

I agree that if any change occurs that materially reduces the value of the property that I have in trust to the Smith County Bail Bond Board, I will report it immediately in writing and if needed, I will pledge additional collateral to reach the amount to offset the reduction in value.

I hereby authorize the Smith County Sheriff's Department and their agents to access any and all records necessary to ascertain the validity of any of the statements made on this application, including a credit check to determine degree of solvency.

I have read the 1973 Bail Bond Act, as amended, the Smith County Bail Bond Board Local Rules and Regulations and the Texas Occupations Code and I hereby declare that I will comply with them.

The undersigned certifies that the information contained in this application has been carefully read and is true and correct as to the contents and is complete.

\_\_\_\_\_  
Applicant / Affiant

\_\_\_\_\_  
Date

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

Before me, the undersigned authority, on this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, personally appeared \_\_\_\_\_, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to be that he/she executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office on this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_.

\_\_\_\_\_  
Notary Public in and for

County of \_\_\_\_\_

State of \_\_\_\_\_

Commission Expires \_\_\_\_\_