

**ELLIS COUNTY BAIL BOND LICENSE APPLICATION**  
**FOR INDIVIDUALS**

*\*\*\*Note: You Must Submit One Original And Twelve (12) Copies To The Board Office With \$500.00, Two Passport Size Photographs Of Applicant, And Applicant's Fingerprints\*\*\**

Date of Application \_\_\_\_\_ New Application  Renewal Application   
If renewal, please list license number and expiration date \_\_\_\_\_  
Name of Applicant \_\_\_\_\_  
Business Name \_\_\_\_\_  
Applicant's Mailing Address \_\_\_\_\_  
Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_  
Email Address \_\_\_\_\_  
Physical address where business is conducted within the County \_\_\_\_\_  
(Tex. Occ. Code Ann. § 1704.2 13 (Vernon 2001)).

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

Name, address, and background information of the person in charge of your business in this county.

Name \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
Phone Number \_\_\_\_\_ Sex \_\_\_\_\_ DOB \_\_\_\_\_ SSN \_\_\_\_\_  
DL# \_\_\_\_\_  
Home Address \_\_\_\_\_  
Name and Address for agent for service of process  
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

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

- 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 Ellis 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 signature card on the form provided by the Board before they will be permitted to execute bonds, as directed by the Board.

**REAL PROPERTY**

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

If no, move to "CASH ASSETS" on page 3.

- If you intend to pledge real property, 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 2001).

- 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 2001).

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. cc. Code Ann. §1704.160 (e) (Vernon 2001).

- 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 2001).

- I request that the Bail Bond Board use the values on the real property as set out by the tax appraiser.

**CASH ASSETS**

Do you intend to pledge cash, cashier's check, or certificates of deposit to secure your deposit?

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

If no, move to "BACKGROUND" on page 4.

(Minimum \$50,000)

Tex. Occ. Code Ann. § 1704.16(b) (Vernon 2001).

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 Ellis 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 should read: "Individual's name and/or Ellis County Treasurer"]

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 2001).

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 2001).

**BACKGROUND**

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 2001).

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 2001).

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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 2001) 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 2001). [*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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- Applicant shall submit a fee of \$500.00 made payable to the Ellis 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 2001).
- Applicant shall submit Exhibit “E” acknowledging that the applicant has the required apprenticeship and continuing legal education.  
Tex. Occ. Code Ann. § 1704.152 (Vernon 2001).
- Applicant shall submit a photograph and fingerprints of the applicant taken by the Sheriffs Office, along with this application.  
Tex. Occ. Code Ann § 1704.1 54(b)(4)(E) and (F) (Vernon 2001).
- Applicant shall attach letters of recommendation 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 2001).
- Applicant shall attach a complete sworn financial statement. *Exhibit “F”*.  
Tex. Occ. Code Ann. § 1704.154 (b) (4) (A) (Vernon 2001).

Applicant declares that he and all employees have read and will comply with Tex. Occ. Code Ann. § 1704 (Vernon 2001), Tex. Code Crim. Proc. Ann. §17 and §22 (Vernon 2001), 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 2001).

- Applicant shall submit to the board a valid assumed name certificate or certified copy thereof, properly filed with the County Clerk of Ellis County indicating the name in which the applicant will conduct business in Ellis County.

Tex. Occ. Code Ann. §1704.154 (Vernon 2001).

- Applicant shall insure and provide proof of insurance with this application naming Ellis County as a loss payee and keep current the insurance on any improvements on any pledged real property against any damage or destruction while the property remains in trust, in the full amount of the value of the improvements.

Tex. Occ. Code Ann. § 1704.155(3) (c) (Vernon 2001).

Applicant agrees he will not further encumber property after conveying it in trust to the Ellis County Bail Bond Board without notifying and obtaining the Board's permission.

Tex. Occ. Code Ann. § 1704.155 (3)(B) (Vernon 2001).

Applicant agrees to keep taxes paid and current on the property while it remains in trust.

Tex. Occ. Code Ann. § 1704.155 (3) (Vernon 2001).

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 2001).

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 2001).

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 2001).

\_\_\_\_\_  
APPLICANT

The State of Texas  
County of Ellis

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 \_\_\_\_\_ 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 ID. APPLICATION  
ELLIS COUNTY

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

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

NAME: \_\_\_\_\_ RACE: \_\_\_\_\_ SEX: \_\_\_\_\_  
Last, First, Middle, Maiden

TELEPHONE NUMBERS:

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

Attach additional pages if needed.

EXHIBIT "B"

Non-Exempt real estate owned by me:  
Property Legal Description:

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

Net worth: \_\_\_\_\_  
Outstanding Liens: Yes \_\_\_\_\_ No \_\_\_\_\_  
Total Outstanding Liens: \_\_\_\_\_  
Lien Holder: \_\_\_\_\_

Non-Exempt real estate owned by me:  
Property - Legal Description:

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

Net worth: \_\_\_\_\_  
Outstanding Liens: Yes \_\_\_\_\_ No \_\_\_\_\_  
Total Outstanding Liens: \_\_\_\_\_  
Lien Holder: \_\_\_\_\_

Non-Exempt real estate owned by me:  
Property - Legal Description:

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

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

I will not further encumber the property after it is in trust to the Ellis 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.

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

Property Description including Physical Address	Value	Ellis County Tax Appraisal District Tax I.D. Number
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

*EXHIBIT "C"*

**SPOUSE'S AGREEMENT TO TRANSFER**

I, \_\_\_\_\_, am the spouse of the named applicant, and I agree to transfer to the Ellis 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 Ellis County.

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

The State of Texas  
County of Ellis

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 or agent designated by the corporation, have no outstanding, unpaid final judgments in any of the counties of the State of Texas.

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

The State of Texas  
County of Ellis

\_\_\_\_\_, 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 work experience in the bail bond business.

A. Dates of continuous work experience:

\_\_\_\_\_

B. Name of company where experience was obtained:

\_\_\_\_\_

C. Name of supervisor where experience was obtained:

\_\_\_\_\_

2. I have completed 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 are offered by an institution of higher education accredited by the state.

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

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

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

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

C. Dates the course(s) were taken:

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

3. If you are eligible for an exemption, please state and describe below:  
[Tex. Occ. Code Ann. § 1704.109 (c)(2) (Vernon 2001).]

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

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

The State of Texas  
County of Ellis

\_\_\_\_\_, 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\_\_\_\_\_.

SEAL

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

*EXHIBIT "F"*

**FINANCIAL STATEMENT ATTACHED**

The State of Texas  
County of Ellis

\_\_\_\_\_, being duly sworn,  
deposes and says: The statement attached to *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