

# HIDALGO COUNTY BAIL BOND LICENSE APPLICATION FOR A CORPORATE SURETY

## APPLICATION INSTRUCTIONS

COMPLETED APPLICATIONS MUST BE MAILED OR DELIVERED TO:

Lita L. Leo  
Hidalgo County Bail Bond Board Secretary  
2810 South Business Hwy. 281  
Edinburg, Texas 78539-6243

- Please Note that the applications must be received thirty **(60)** days **BEFORE** the next regular meeting to be considered for approval.
- Please submit the **ORIGINAL APPLICATION** with all original information requested **PLUS** the **ONE (1) COPY** of all original documentation for individual consideration by each board member.
- Applications must be typed.
- Incomplete applications will not be considered by the board.
- Financial information must be included with the application.
- Appraisals must be performed by an approved appraiser (see list).
- Applicant must submit a nonrefundable processing fee of \$500.00.

## INSTRUCTIONS UPON APPROVAL

Upon notice from the Hidalgo County Bail Bond Board that this Application has been conditionally approved, the applicant shall then:

1. Deposit with the Hidalgo County Treasurer, on a deposit warrant supplied by the Hidalgo County Treasurer, either a certified cashier's check or a certificate of deposit made payable to Hidalgo County Treasurer, Trustee for \_\_\_\_\_ DBA \_\_\_\_\_ in the amount of \$50,000.00 dollars; or

(e.g.) Hidalgo County Treasurer, Trustee for ABC Insurance Company  
d/b/a Pronto Bail Bond Co., John Doe, agent.

2. Execute in trust to the Hidalgo County Sheriff, a deed to nonexempt real estate property of the value as determined by the Hidalgo County Bail Bond Board, of not less than \$50,000.00. The condition of the trust being that the property may be sold to satisfy any forfeitures of any bonds, executed by the applicant after such notice and upon such conditions as are provided in the Texas Occupations Code Chapter 1704 as amended by the Texas Bail Bond Fairness Act of 2001. A statement from the spouse must be attached.

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## APPLICATION CHECK LIST

The attached application for Original or Renewal License must be completely filled out. The items listed below should be returned to the Secretary of the Bail Bond Board. The application will not be considered if it is incomplete or has not been on file with the Secretary of the board at least thirty (30) days prior to the Bail Bond Board's monthly meeting.

Applicant Name: \_\_\_\_\_ Date: \_\_\_\_\_

Business Name: \_\_\_\_\_

### CHECK LIST

- 1. APPLICATION – *Must be completed and notarized*
- 2. FILING FEE (\$500.00). *A nonrefundable application filing fee in the form of a cashier's check is required for original and renewal applications.*
- 3. DECLARATION OF COMPLIANCE
- 4. STATEMENT OF UNPAID JUDGMENTS
- 5. LETTERS OF RECOMMENDATION. *(THREE (3) LETTERS REQUIRED)*
- 6. CONTINUING EDUCATION. *Applicant must provide proof of completion of a certified bail bond course of at least eight (8) hours within the previous two (2) years. [1704.152 (a) 4 (b)]*
- 7. COMPLETED BACKGROUND CHECK. *Completed background check showing that the Applicant does not have a criminal history as required under Chapter 1704.153 (Original and Renewal Applications)*
- 8. COMPLETED FINGERPRINT CARD
- 9. PHOTOGRAPH OF APPLICANT
- 10. PROOF OF PREVIOUS EMPLOYMENT (NEW APPLICANTS) *(Applicant must provide proof that he/she has one year of prior continuous work experience in the bail bond business within the previous two (2) years. [Texas Occupations Code 1704.152 (a) e]*
- 11. CERTIFICATE OF DEPOSIT OR CASH. *[1704.160 (a) 2 and Bail Bond Board Rules]*
- 12. POWER OF ATTORNEY *[1704.211 (a)]*
- 13. FINANCIAL STATEMENT OF SURETY. *Corporations must provide a (preferably audited) financial statement from the parent surety) [1704.154 (b) 4 (A)]*
- 14. CERTIFICATE OF AUTHORITY *(Corporations must provide a certificate of authority permitting the surety to transact business in Texas) [1704.152 (b) 1; 1704.154 (b) 2 (B); 1704.160 (h)]*

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- 15.** LIST OF ALL AGENTS IN HIDALGO COUNTY. *[1704.154 (e)]*
- 16.** LIST OF COUNTIES IN WHICH AGENTS ARE USED BY THE CORPORATION [1704.154 (b4 (G))]
- 17.** LIST OF ALL UNPAID JUDGEMENTS
- 18.** A COPY OF THE ARTICLES OF INCORPORATION SHOWING THE DATE OF FILING WITH SECRETARY OF STATE, AND ANY AMENDMENTS THERE TO.
- 19.** A COPY OF THE BY-LAWS
- 20.** MINUTES OF DIRECTORS' OR STOCKHOLDERS' MEETINGS RELATING TO THE OPERATION OF THE BAIL BOND BUSINESS TO BE LICENSED IN HIDALGO COUNTY.
- 21.** LIST OF EACH OFFICER, DIRECTOR, AND ALL EMPLOYEES WHO WILL PROCESS THE WRITING OF BAIL BONDS.
- 22.** IF APPLICANT IS A COUNTY EMPLOYEE: *Pursuant to Hidalgo County Bail Bond Local Rules 15.C: An individual who seeks to be employed by a licensed bondsman or agent for a corporate surety and who is currently employed with the County of Hidalgo, must first submit the written statement provided to the County Department Head and/or Elected Official, in compliance with the County's Outside Employment Policy. The individual shall also submit written approval the County Department Head and/or Elected Official indicating that no conflict exists with the County's interest, and that there is no adverse effect to the County Employee's availability and usefulness to the County during the County Employee's regular work hours.*
- 23.** ASSUMED NAME CERTIFICATE. Applicant shall submit to the Board a valid assumed name certificate or certified copy thereof, properly filed with the County Clerk of Hidalgo County indicating the filling, the expiration date and the name in which the agent for the corporate surety will conduct business.

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This is an application for  ORIGINAL or  RENEWAL bail bond license.  
(Check One)

Corporation Name: \_\_\_\_\_ Date: \_\_\_\_\_

Business Name: \_\_\_\_\_

\* Do not write in this space

Approved:	Not Approved:
Meeting of:	C.D.:
License No.:	License Expiration:
Corporation Agent:	Insurance Corporation:

\_\_\_\_\_  
Judge Israel Ramon, Jr., 430<sup>th</sup> District Court  
Hidalgo County Bail Bond Board Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Lita L. Leo, Hidalgo County Treasurer  
Hidalgo County Bail Bond Board Secretary

\_\_\_\_\_  
Date

# HIDALGO COUNTY BAIL BOND LICENSE APPLICATION FOR A CORPORATE SURETY

**1.) OPERATOR OF BUSINESS:**

A. The Individual who will be in charge of the bail bond business authorized by the bail bond license:

Complete Name	Residential Address:
Place of Birth	Date of Birth
Length of residence in Texas	Telephone number
Email address	Fax number

Are you A U.S. Citizen  Yes  No

B. The name and address of the bail bond business:

Company Name	
Address (Physical)	County
City, State, Zip Code	Telephone number

**2.) CORPORATION INFORMATION:**

Name of Corporation	Telephone #
Address, State, and Zip:	Date Incorporated:
State of Incorporation:	Charter No.:

A. List all the agents and their addresses authorized to write bail bonds in Hidalgo County

Name	Address	Date Authorized
Name	Address	Date Authorized
Name	Address	Date Authorized

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B. If Applicant is a foreign corporation, the following shall be furnished:

- Name and address of the principal agents in Texas, including the counties that the corporation is authorized to write bail bond:
- A certificate duly executed, not more than thirty (30) days before the filing of this application, by the proper officer by whom such certificate should be executed, showing that said applicant is authorized to transact business in the State of Texas.
- A certificate issued by the Texas State Board of Insurance showing that applicant is authorized to do business in Texas. *Per Occupations Code 1704.152 (b) 1 & 2*

3.) The name and address of the places where the business will be conducted, and whether or not any other business will be conducted on the same premises and the nature of that business:

4.) Have you ever been directly or indirectly connected with any bail bond business either licensed or unlicensed, in Texas or elsewhere in the capacity of individual owner, partner, member, officer, director or employee?       Yes                                       No

If you answered Yes, provide dates, names of organizations, addresses, type of businesses and the nature of your connection to the business:

From: \_\_\_\_\_ To: \_\_\_\_\_

Title of Position:       Owner       Partner       Officer       Director

Name and Address of Business:	Telephone #
Contact Person:	Duties and Responsibilities

5.) Have you ever been directly or indirectly connected with any organization, in Texas or elsewhere, 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, canceled or revoked by such authority?       Yes                                       No

If you answered Yes, provide details:

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6.) List the names of all employees of your company, along with their addresses: *(all employees shall have a criminal background check conducted, whether an original or renewal application is being submitted).*

Name	Address

7.) Are you involved in any civil litigation (other than bail bond forfeitures) at this time?  
 Yes                                       No

If you answered Yes, provide the date of the filing of such law suit and briefly describe the nature of such litigation:

8.) Have you ever been or has any organization with which you were associated as an owner, partner, officer, employee or otherwise been involved in any voluntary or involuntary bankruptcy, receivership, or insolvency proceeding?                       Yes                       No

If you answered Yes, provide details:

9.) Have you or any of your employees/agents ever entered a plea of guilty or nolo contendere to, or been convicted of a criminal offense in this state, or any other state, or by the Federal Government other than a traffic violation?                       Yes                       No

If you answered Yes, provide details:

10.) Has the applicant been a party to any contract or any other agreement whereby it granted an option to anyone to purchase any or all of its assets?                       Yes                       No

If you answered Yes, provide details:





**ACKNOWLEDGEMENT STATEMENT**

IN WITNESS WHEREOF the Applicant herein named had caused the foregoing application to be executed, this \_\_\_ day, of \_\_\_\_\_, 20\_\_\_ , and acknowledges that all statements made therein, and supporting schedules, are made for the purpose of inducing the Hidalgo County Bail Bond Board to grant said application, and that all statements herein contained are true.

\_\_\_\_\_  
Signature of applicant

\_\_\_\_\_  
Print Name

NOTE:  
Two Officers must sign  
wherever indicated.

BY: \_\_\_\_\_  
(Signature of person authorized to sign)

\_\_\_\_\_  
TITLE

BY: \_\_\_\_\_  
(Signature of person authorized to sign)

\_\_\_\_\_  
TITLE

STATE of:

COUNTY of:

SWORN AND SUBSCRIBED TO BEFORE ME on the \_\_\_ day of \_\_\_\_\_, 20 \_\_\_.

\_\_\_\_\_  
Notary Public in the  
State of: \_\_\_\_\_

(Affix Notary Seal)

## DECLARATION OF COMPLIANCE

Applicant has received, read and fully understands each of the following:

- 1) Hidalgo County Bail Bond Board Local Rules
- 2) Hidalgo County Bail Bond Board By-Laws
- 3) Chapter 1704, Regulation of Bail Bond Sureties Texas Occupation Code

Applicant understands that each such rule and regulation is a condition to applicant, licensee, and agent for a corporation, or employee of a bondsman being allowed to engage in the Bail Bond business in Hidalgo County, Texas.

**APPLICANT DECLARES COMPLIANCE WITH SAID RULES AND REGULATIONS.**

\_\_\_\_\_  
Signature of applicant

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Bonding Company

\_\_\_\_\_  
License Number

SWORN AND SUBSCRIBED TO BEFORE ME on the \_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
Notary Public in the State of: \_\_\_\_\_

\_\_\_\_\_  
Print Name

**CERTIFICATE OF NO OUTSTANDING FINAL JUDGMENTS**

This is to certify that neither the Applicant nor the agent have final judgments that have been unpaid for more than 30 days and that arose directly or indirectly from any bond executed by the Agent as a surety or an agent for a surety in any of the counties of the State of Texas.

\_\_\_\_\_  
Officer Signature

\_\_\_\_\_  
Agent Signature

SWORN AND SUBSCRIBED TO BEFORE ME on the \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_

\_\_\_\_\_  
Notary Public in the State of: \_\_\_\_\_

\_\_\_\_\_  
Print Name