

# **CHECKLIST FOR CORPORATION/AGENT APPLICATION AND RENEWALS OF BAIL BOND LICENSES**

All Prospective applicants and current licenses should be familiar with the Texas Occupations Code, Chapter 1704 and the Local Rules Established by the Nueces County Bail Bond Board, and abide by both.

## **NO CORPORATION IS ELIGIBLE TO BE LICENSED UNLESS:**

1. It is chartered or admitted to do business in this State; and
2. It is qualified to write fidelity, guaranty and surety bonds under the Texas Insurance Code, as amended.

## **NO AGENT IS ELIGIBLE TO BE LICENSED UNLESS:**

3. In the two year preceding the date a license application is filed,
  - A. Have at least one year of continuous work experience in the bail bond business,
  - B. Have completed at least eight hours of continuous legal education in criminal law courses or bail bond courses that are approved by the State Bar of Texas and that are offered by an institution of higher education accredited by the state.

## **RECORDS OF LICENSEES**

A bondsman licensed by Nueces County shall maintain a record of each bond in which the bondsman appears as surety and shall maintain a separate set of records for each county in which the bondsman is licensed. The records shall include the following information for each bond executed and enforced:

1. The style and number of the cause in which the bond is given and the court in which it is executed;
2. The name of the defendant released on bond;
3. The amount of the bail set in the case; and
4. The amount and type of security held by the bondsman, together with a statement as to whether the security was taken for payment of a bail bond fee or for assurance of the principal's appearance in court and the conditions under which the security will be returned. No security shall be held for both payment of a bail bond fee and assurance of the principal's appearance in court that is in excess of the particular risk involved.

The records of a licensed bondsman shall be submitted to the Board or a person designated by the Board for inspection prior to each renewal of the bondsman's license and shall be available for inspection on demand by the Board or its representative.

**APPLICANT NAME**

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**THE APPLICANT AND THOSE RENEWING THEIR LICENSES MUST MEET THE FOLLOWING REQUIREMENTS:**

		<b>FOR OFFICE USE ONLY</b>	
<b>REQUIREMENTS</b>		<b>CHECKLIST</b>	<b>COMMENT</b>
Occupations Code Section No. 1704.154(a)	1. File a sworn application for a license with the Nueces County Bail Bond Board including the following information:		
1704.154(b)(2)(A) 1704.154(b)(2)(B)	A Name, age, and address of the applicant and if applicant is a surety corporation, and whether chartered or admitted to do business in this state and qualified to write fidelity, guaranty, and surety bonds under the Texas Insurance code as amended.	<input type="checkbox"/> Included <input type="checkbox"/> Not Included	
1704.154(b)(2)(C)	B Name under which business is to be conducted.	<input type="checkbox"/> Included <input type="checkbox"/> Not Included	
1704.154(b)(2)(D)	C Name of place or places including street address and city, wherein the business is to be conducted.	<input type="checkbox"/> Included <input type="checkbox"/> Not Included	
1704.154(2)(E)	2. Statement indicating amount of cash or cash value of any certificate of deposit intended to be deposited with county treasurer, if license is granted.	<input type="checkbox"/> Included <input type="checkbox"/> Not Included	
1704.154(b)(4)(A)	3. A complete sworn financial statement from the Corporation.	<input type="checkbox"/> Included <input type="checkbox"/> Not Included	
1704.154(b)(4)(B)	5. Declaration by the designated agent that he will comply with the Chapter 1704 of the Texas Occupations Code, Regulation of Bail Bond Sureties and the rules adopted by this Board.	<input type="checkbox"/> Included <input type="checkbox"/> Not Included	

1704.154(b)(4)(C)	6. Letters of recommendation from three (3) reputable persons who have known the agent, designated by the corporation, at least three (3) years and states that the agent has a reputation of honesty, truthfulness, fair dealing and competency and recommending that a license be granted.	<input type="checkbox"/> Included <input type="checkbox"/> Not Included
1704.154(b)(4)(D) 1704.154(b)(4)(E) 1704.154(b)(4)(F)	7. Application accompanied by a fee of \$500.00 for filing of application, a photograph, and set of fingerprints of designated agent taken by a law enforcement officer designated by the Board.	<input type="checkbox"/> Included <input type="checkbox"/> Not Included
1704.154(b)(4)(G) 1704.154(b)(4)(H)	8. If licensed in another county, a list of each county in which the applicant holds a license and a statement by the applicant that as of the date of the application, has no unpaid final judgments of forfeiture against applicant in any county.	<input type="checkbox"/> Included <input type="checkbox"/> Not Included
1704.152(a)(4)(B)	9. Completed at least eight hours of continuing legal education in criminal law courses or bail bond law courses approved by the State Bar of Texas and that are offered by an institution of higher education accredited by the state.	<input type="checkbox"/> Included <input type="checkbox"/> Not Included
1704.211	10. Power of attorney designating agent of the corporation authorized to execute bail bonds. .	<input type="checkbox"/> Included <input type="checkbox"/> Not Included
1704.157	11. Board or authorized representative made inquiries of applicant's requirements of this Act prior to hearing on this application. .	<input type="checkbox"/> Included <input type="checkbox"/> Not Included
1704.158	12. Hearing held on application.	<input type="checkbox"/> Included <input type="checkbox"/> Not Included
1704.159	13. Order tentatively approving application subject to application being perfected by filing required security deposit. If the board is not satisfied, it shall enter an Order refusing the license.	<input type="checkbox"/> Included <input type="checkbox"/> Not Included

1704.160(a)(1)(A)

14. Applicant's deposit with County of a cashier's check, certificate of deposit, cash or cash equivalent but not less than \$50,000.

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Included