

**APPLICATION FOR RENEWAL OF  
COURSE PROVIDER LICENSE  
DRIVER TRAINING**

Authority to Collect Data: Title 5, Texas Education Code, Chapter 1001 (the "Code")

Planned Use of the Data: Formal application by the owner, partner, or authorized official of the corporation for renewal of a Course Provider License

Instructions: This form should be completed and postmarked or hand-delivered by the course provider at least thirty (30) days prior to expiration of the current license and should be accompanied by:

- (1) **BOND CONTINUATION AGREEMENT;**
- (2) **\$200 RENEWAL FEE; and**
- (3) **REVISED CONTINUING EDUCATION.**

Applications postmarked or hand-delivered less than thirty (30) days prior to the expiration date will require a \$200 late fee.

Applications postmarked or hand-delivered AFTER the expiration date will be considered new and will require a \$2,000 fee.

**ALL FEES ARE NONREFUNDABLE.**

TDLR (800) 803-9202

**APPLICATION FOR RENEWAL OF: TDLR**

\_\_\_\_\_ *Postmark Date*

**OWNERSHIP INFORMATION (Please make corrections/additions.)**

\_\_\_\_\_ doing business as

*(Full legal name of owner)*

\_\_\_\_\_  
*(Legal name of Course Provider)*

**LOCATION INFORMATION (Please make corrections/additions.)**

**Physical address information:**

\_\_\_\_\_ Address \_\_\_\_\_ City, State, Zip Code

**Telephone number:** \_\_\_\_\_ **Fax number:** \_\_\_\_\_

**1st E mail address:** \_\_\_\_\_ **2nd E mail address:** \_\_\_\_\_

**Mailing address information:** \_\_\_\_\_, \_\_\_\_\_  
Address City, State, Zip Code

**OPERATIONAL INFORMATION**

*The information below is optional and is collected to determine how to process documentation from the school or course provider.*

**(Check the appropriate boxes.)**

- YES  NO The corporation, partnership, sole proprietorship, or other legal entity was formed for the purpose of making a profit.
- YES  NO The corporation, partnership, sole proprietorship, or other legal entity is independently owned and operated.
- YES  NO The corporation, partnership, sole proprietorship, or other legal entity has fewer than 100 employees.
- YES  NO The corporation, partnership, sole proprietorship, or other legal entity has less than \$1 million in annual gross receipts.

# STATEMENTS OF ASSURANCE

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As owner, partner, or authorized official of the corporation of the above-named business to be renewed, I have carefully reviewed and do understand the Code and Commissioner of Education Rules, (Title 19, Texas Administrative Code, Chapter 176, Subchapter BB) as they apply to this business.

**I CERTIFY** that the course provider license to be renewed is operating in compliance with the legal requirements for approval.

**I CERTIFY** that the renewal application and attachments have been reviewed and that each is true, correct, current, and all applicable replacement pages are enclosed.

**I CERTIFY** that I understand that if I fail to renew my license within the timelines established by law, the course provider license will expire and I will be prohibited from continuing the operation of the above-named business.

**I CERTIFY** that no changes in the ownership, as defined in 19 TAC §176.1101, of the above-named business have occurred.

OWNER, PARTNER, OR AUTHORIZED CORPORATE OFFICER

**Type or Print:** \_\_\_\_\_  
(Full Legal Name) (Title)

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Telephone:** ( ) \_\_\_\_\_

Mail CHECK or MONEY ORDER, payable to TX DEPT OF LICENSING AND REGULATION and this COMPLETED APPLICATION to:

**REGULAR MAIL:**

TX DEPT OF LICENSING AND REGULATION  
P O BOX 12157  
AUSTIN TEXAS 78711-2157

**FOR OVERNIGHT EXPRESS MAIL:**

TX DEPT OF LICENSING AND REGULATION  
920 COLORADO ST  
AUSTIN TEXAS 78701