



TEXAS DEPARTMENT OF LICENSING AND REGULATION
PO Box 12157 • Austin, Texas 78711-2157
(800) 803-9202 • (512) 463-6599 • FAX (512) 475-2871
www.tdlr.texas.gov • cs.vehicle.protection@tdlr.texas.gov

VEHICLE PROTECTION PRODUCT WARRANTORS NEW OR RENEWAL REGISTRATION APPLICATION INSTRUCTIONS

The application must be completed and signed by the applicant. An application is not considered complete and will not be processed until all required items have been submitted. All information provided must be typed or printed in black ink. Attachments must be submitted on separate pieces of single-sided, 8½" x 11" paper.

DOCUMENTS SUBMITTED WITH YOUR APPLICATION WILL NOT BE RETURNED. KEEP A COPY OF YOUR COMPLETED APPLICATION, ALL ATTACHMENTS, AND YOUR CHECK OR MONEY ORDER.

1. TYPE OF APPLICATION - Check the appropriate box to indicate whether this a new or renewal application. If you are renewing a license, write the license number in the space provided.
2. BUSINESS NAME - Write the full name of the business to be registered.
3. ASSUMED NAME(S) or "DOING BUSINESS AS" (DBA) NAME(S) - Provide all assumed names or DBAs used by this business. An assumed name certificate must be attached for EACH assumed name used by this business. For more information on assumed name certificates go to the Texas Secretary of State's website at www.sos.texas.gov or call (512)463-5555.
4. TYPE OF OWNERSHIP - Check the box that shows how your business is organized.
5. FEDERAL ID NUMBER - Write the Federal ID Number (FEIN) used by this business. For more Information about Federal ID numbers, go to www.irs.gov/businesses.
6. DOES THIS BUSINESS OWE ANY TAXES TO THE STATE OF TEXAS(TX) - Check YES or NO to indicate if this business owes any taxes to the state of Texas. Attach a Certificate of Account Status if this business is organized as a corporation or limited liability company. For more information on certificate of account status go to the Texas Comptroller of Public Accounts website at www.cpa.state.tx.us or call (512) 463-4600.
7. MAILING ADDRESS - The registration for this business and all correspondence from TDLR will be sent to this address. This address may be a post office box.
8. PHYSICAL LOCATION - Provide the physical location where this business is located. This address may not be a post office box.
9. PHONE NUMBER - Provide the main business phone number for this business.
10. FAX NUMBER - Provide the main fax number for this business.
11. CONTACT PERSON - Write the name and title of a person we can contact concerning your business, include the contact's phone number, and email address. Please provide your email address so the department may email license information and required notices to you. Your email address is confidential pursuant to the Texas Public Information Act, and the department will not share it with the public.
12. FINANCIAL SECURITY METHOD - The Financial Security Requirement described in Sections 2306.202 and 2306.203 of the Statute and Section 71.22 of the rules can be satisfied by having a reimbursement insurance policy or by providing documentation of a minimum of \$50 million in net worth.
 - If a reimbursement insurance policy is used, attach:
 - a. a complete copy of an active reimbursement vehicle protection product insurance policy or a contractual liability insurance policy (CLIP);
 - b. the insurance policy must include the Vehicle Protection Product Warrantor Texas Endorsement (www.tdlr.texas.gov/vpp/VPP030.pdf), or equivalent language which must first be approved by the Texas Department of Insurance (TDI); and
 - c. a copy of the TDI approval letter or SERFF filing for the Vehicle Protection Product Warrantor Texas Endorsement or submit a document indicating exemption as a (1) surplus lines (2) risk retention group (RRG) or (3) large commercial.
 - If \$50 million in net worth of the **applicant, registrant or parent corporation** is used, attach:
 - a. the audit report and audited financial statements for its most recent fiscal year which demonstrate that either the applicant or the registrant, or the parent corporation of the applicant or registrant, if there is one, had a net worth of at least \$50 million as of the end of its most recent fiscal year;

- b. the audit report of an independent certified public accountant stating the auditor's unqualified opinion concerning the financial statements of the applicant or registrant as of the end of its most recent fiscal year, together with a certification from the same accountant who performed the audit that the applicant or registrant had a net worth in excess of \$50 million as of the end of the period audited; or
- c. the audit report of an independent certified public accountant stating the auditor's unqualified opinion concerning the financial statements of the parent corporation of the applicant or registrant as of the end of the parent corporation's most recent fiscal year, together with a certification from the same accountant who performed the audit of the parent corporation that it had a net worth in excess of \$50 million as of the end of the period audited.

*** If the applicant or registrant relies upon the net worth of its parent corporation** to satisfy the financial security requirements of Texas Occupations Code, Chapter 2306, then the applicant or registrant must furnish sufficient written proof, such as a resolution of the parent corporation's board of directors, that the parent corporation has agreed to guarantee the liabilities and obligations of the applicant or registrant relating to vehicle protection products sold or offered for sale by the applicant or registrant in this state

- 13. TYPE(S) OF VEHICLE PROTECTION PRODUCTS WARRANTIES THAT YOU OFFER - Indicate all type(s) of vehicle protection product warranties you offer.
- 14. DESIGNATED AGENT - Write the name, phone number, and address of the designated agent for this business if this company is located outside of Texas.
- 15. WARRANTIES SOLD IN TEXAS - Indicate the number of warranties sold within this state in the 12 months preceding the date of registration. Information regarding the number of warranties sold is a trade secret.
- 16. STATEMENT OF APPLICANT - After carefully reading the statement, the authorized person must sign, provide a title and date this application.

REGISTRATION AND RENEWAL FEES - The initial registration fee is \$250. The renewal fee is based upon the number of vehicle protection product warranties sold in Texas in the 12 months preceding the date of registration. Attach the appropriate fee to this application. All fees are non-refundable. If you do not attach the appropriate fee your application may be returned unprocessed.

INITIAL REGISTRATION FEE: \$250

RENEWAL FEE	
Warranties Sold	Renewal Fee
0 - 999	\$250
1,000 to 1,999	\$500
More than 2,000	\$1,000

ATTACHMENTS - The following documents must be submitted with your application:

- Assumed name certificate.
- Certificate of Account Status if business is registered as a corporation or limited liability company.
- The appropriate documents to meet the financial security requirements described in Section 2306.202 and 2306. 203 of the Statute and Section 71.22 of the rules. See Financial Security Method (#12) above.



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VEHICLE PROTECTION PRODUCT WARRANTORS
NEW OR RENEWAL REGISTRATION APPLICATION

Do Not Write Above This Line	
YOU MUST MEET ALL REQUIREMENTS WITHIN 12 MONTHS OF THE FILING DATE, OR THE APPLICATION WILL BE TERMINATED.	
SEE INSTRUCTION SHEET FOR FEE INFORMATION	
1. Type of Application: <input type="checkbox"/> New <input type="checkbox"/> Renewal of License Number VPP _____	
2. Business Name: _____	
3. Assumed Name(s) or "Doing Business As" (DBA) Name(s): (Assumed name certificate required from Texas Secretary of State for EACH assumed name) _____	
4. Type of Ownership: <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Corporation <input type="checkbox"/> Limited Partnership <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Limited Liability Partnership <input type="checkbox"/> General Partnership	
5. Federal ID Number: _____	6. Does this business owe any taxes to the state of TX? <input type="checkbox"/> Yes <input type="checkbox"/> No
7. Mailing Address: (USED TO RECEIVE MAIL FROM TDLR) (A PO box is allowed for this address)	
Number, Street Name, Suite Number/Apartment Number _____	
City _____	State _____ Zip Code _____
8. Physical Location: (A PO box is not allowed for this address)	
Number, Street Name, Suite Number/Apartment Number _____	
City _____	State _____ Zip Code _____
9. Phone Number: (_____) _____ <small>Area Code Phone Number</small>	10. Fax Number: (_____) _____ <small>Area Code Phone Number</small>
11. Contact Person: (Print name)	
Name: _____	Title: _____
Email Address: _____ <small>See instruction sheet for disclosure information</small>	Phone Number: (_____) _____ <small>Area Code Phone Number</small>
12. Financial Security Method: (CHECK ONE) (documentation required, see instruction sheet)	
<input type="checkbox"/> Reimbursement Insurance Policy <input type="checkbox"/> \$50 Million Net Worth	

13. Type(s) of vehicle protection products warranties you offer: (Mark all that apply)

- Ignition Interrupt Auto Alarm System Window Identification System VIN Etching
 Paint & Fabric Windshield Protective Coating Other _____

14. Designated Agent: (Required if company is outside of Texas)

Name: _____ **Phone Number:** (_____) _____
Area Code Phone Number

Number, Street Name, Suite Number

City _____ State _____ Zip Code _____

15. Number of vehicle protection product warranties sold in Texas in the last 12 months:

(INFORMATION IN THIS BOX IS CONSIDERED A TRADE SECRET)

- 0 to 999 Warranties 1,000 to 1,999 Warranties More than 2,000 Warranties

16. STATEMENT OF APPLICANT

I certify that I have read and will comply with all applicable provisions of Texas Occupations Code, Chapters 51 and 2306, and the rules under 16 Texas Administrative Code, Chapters 60 and 71. I certify all information submitted on this form and any attached documents is true and accurate. I understand that providing false information on this application or any attached documents may result in imposition of administrative penalties and/or sanctions, including denial or revocation of the registration.

Authorized Representative's Signature

Title

Printed Name

Date Signed