

**APPLICATION FOR RENEWAL
DRIVER EDUCATION SCHOOL 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 Driver Education School License

Instructions: This form should be completed and postmarked at least thirty (30) days prior to expiration of the current license and should be accompanied by the following;

- Surety Bond**
- Staff Roster with current Driver Education Teacher license**
- Vehicle Statement of Assurance**
- Statement of Assurance (Recreational Water Safety)**
- Vehicle Insurance Declarations page indicating uninsured/underinsured motorist coverage, and \$200 Renewal fee.**

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 \$1,030 fee.

ALL FEES ARE NONREFUNDABLE.

Customer Service (800) 803-9202

APPLICATION FOR RENEWAL OF: TDLR#

_____ *Postmark Date*

OWNERSHIP INFORMATION (Please make corrections/additions.)

_____ doing business as

_____ *(Full legal name of owner)*

_____ *For School License: (Legal name of school)*

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

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 school license to be renewed is operating in compliance with the legal requirements for approval.
I CERTIFY that the renewal application and exhibits 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 school 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 **TEXAS DEPARTMENT 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