



## Application for Easement or Right-of-Way Agent Registration for a Business Information Sheet

**THIS FORM IS FOR AN INITIAL EASEMENT OR RIGHT-OF-WAY AGENT REGISTRATION FOR A BUSINESS. DO NOT USE THIS FORM FOR RENEWAL.**

BREAK DOWN OF FEES	ERW Registration (Business)
Easement or Right-of-Way Registration Fee	200.00
Texas Online Fee	8.10
Real Estate Center at TX A&M	20.00
Recovery Fund	50.00

**ALL FEES LISTED ABOVE ARE NONREFUNDABLE AND MUST BE SUBMITTED WITH THE APPLICATION.** AN APPLICATION SUBMITTED WITHOUT THE APPROPRIATE FEES WILL BE REJECTED AND RETURNED. All fees should be paid by **CASHIERS CHECK, PERSONAL CHECK OR MONEY ORDER** payable to the Texas Real Estate Commission. DO NOT PAY WITH CASH.

### IMPORTANT INFORMATION - PLEASE READ CAREFULLY

- The business entity must be registered as an easement or right-of-way business if the business entity provides easement or right-of-way services.
- The business entity must designate a managing officer who is individually registered as an active easement or right-of-way agent to act on behalf of the business entity,
- The designated agent must have fingerprints on file with the Texas Department of Public Safety (DPS) so a background check can be performed. Fingerprints on file for other agencies will not be accepted.
- All requirements must be met within one year of the application filing date, or the application expires.

### PRIVACY NOTICE

In accordance with Chapter 559, Government Code, the following notice about certain information laws and practices is given.

- (1) With few exceptions, an individual is entitled on request to be informed about the information that a state governmental body collects about the individual.
- (2) Under Sections 552.021 and 552.023 of the Government Code, the individual is entitled to receive and review the information.
- (3) Under Section 559.004 of the Government Code, the individual is entitled to have the governmental body correct information about the individual that is incorrect.



# Texas Real Estate Commission

P.O. Box 12188

Austin, Texas 78711-2188

www.trec.texas.gov (512) 936-3000

APPLICATION FOR:

## EASEMENT OR RIGHT-OF-WAY AGENT REGISTRATION FOR A BUSINESS

FEE	RECEIPT NUMBER	AMOUNT	MONEY TYPE	App#	File#
Application Fee		\$278.10		Entity #	Registration#

DO NOT WRITE ABOVE THIS LINE

ALL INFORMATION MUST BE TYPED OR PRINTED IN INK

1. Business Name \_\_\_\_\_

2. Business Employer Identification Number \_\_\_\_\_

3. Comptroller Payee Identification Number if no number, write (NONE) \_\_\_\_\_

4. Business Type (check one) ☐ Corporation ☐ Limited Liability Company ☐ Partnership  
☐ Other \_\_\_\_\_

Corporations and Limited Liability Companies must include a current Franchise Tax Account Status issued by the Comptroller.

5. Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone \_\_\_\_\_

E-mail \_\_\_\_\_

6. Place of Business  
(fixed street address) \_\_\_\_\_

Cannot be a Post Office Box

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone \_\_\_\_\_

E-mail \_\_\_\_\_

7. Has the business or its designated agent ever been registered or licensed by the Texas Real Estate Commission? ☐ Yes ☐ No

*If the answer is YES, fill in the appropriate information below.*

Registration or License  
Expiration Date

Registration or  
License Type

Registration or  
License #

Exact Name in Which Registration or License Was Issued

Questions eight (8) through eleven (11) are to be answered by checking one choice; Yes or No. If the answer to any of these questions is YES, you must complete the applicable sections of the Background History Form located at <https://www.trec.texas.gov/forms/background-history-form>.

8. (a) Has the business or its designated agent ever had an application for a registration or license disapproved or denied by the Texas Real Estate Commission? ☐ Yes ☐ No
- (b) Has the business or its designated agent ever had a registration or license issued by the Texas Real Estate Commission suspended, canceled, or revoked or ever surrendered such a registration or license? ☐ Yes ☐ No
- (c) Are there any disciplinary hearings or investigations pending against any license or registration issued by the Texas Real Estate Commission which the business or its designated agent holds? ☐ Yes ☐ No

***If the answer to (a), (b), or (c) is YES, you must complete the applicable sections of the Background History Form located at <https://www.trec.texas.gov/forms/background-history-form>.***

9. Are there any unpaid judgments against the business or its designated agent relating to an easement or right-of-way transaction in the State of Texas? ☐ Yes ☐ No

***If the answer is YES, you must complete the applicable sections of the Background History Form located at <https://www.trec.texas.gov/forms/background-history-form>.***

10. (a) Has the business or its designated agent ever been convicted of a criminal offense? (Include all felonies and misdemeanors other than minor traffic tickets.) ☐ Yes ☐ No
- (b) Has the business or its designated agent ever been placed on parole, probation or community supervision (also known as deferred adjudication) regardless of whether the case was dismissed or you were discharged? ☐ Yes ☐ No
- (c) Are there any criminal charges pending against the business or its designated agent? ☐ Yes ☐ No

***If the answer to (a), (b), or (c) is YES, you must complete the applicable sections of the Background History Form located at <https://www.trec.texas.gov/forms/background-history-form>.***

11. Since January 1, 1998, has the business or its designated agent performed any services for which a real estate license or a registration was required in this state at a time when you were not properly registered or licensed? (Include all periods in which the business or its designated officer or manager acted either before registering or obtaining a license or after a license or registration may have expired.) ☐ Yes ☐ No

***If the answer is YES, you must complete the applicable sections of the Background History Form located at <https://www.trec.texas.gov/forms/background-history-form>.***

12. Business Name(s) to be assumed (if any) \_\_\_\_\_

13. Full Name of Designated Agent \_\_\_\_\_  
(must be a current ERW Registrant)

14. Office held (must be officer for corporation, manager for LLC or general partner for partnership) \_\_\_\_\_

15. Designated Agent's Texas Easement or Right-of-Way Agent Registration Number \_\_\_\_\_

## CERTIFICATION

I certify that the information reflected in this application is true and correct to the best of my knowledge. I further certify that the business has complied with all statutes, rules and regulations required of it to conduct business in this state. I authorize the Texas Real Estate Commission to conduct an investigation of matters reasonably related to compliance with the registration requirements of The Real Estate License Act. I understand that information revealed in an investigation may be cause for disapproval of the application even though other requirements for a registration have been met. I further understand that information submitted in conjunction with this application may be subject to public disclosure or inspection in accordance with the Public Information Act (Chapter 552, Government Code). If granted a registration the business will abide by the provisions of The Real Estate License Act and the Rules of the Texas Real Estate Commission.

THE BUSINESS WILL NOT PERFORM ANY ACT FOR WHICH AN EASEMENT OR RIGHT-OF-WAY REGISTRATION IS REQUIRED UNTIL A REGISTRATION CERTIFICATE HAS BEEN ISSUED TO IT BY THE TEXAS REAL ESTATE COMMISSION.

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Signature of Designated Agent

\_\_\_\_\_  
Printed Name of Designated Agent