



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 BY AN INDIVIDUAL**
(PLEASE READ ALL INFORMATION CAREFULLY)

To obtain an active Texas real estate easement or right-of-way agent registration, a person must: (1) complete and file an application and (2) go through a criminal history background check. If the applicant's fingerprints are on file for TREC, a subsequent background check will be conducted.

An applicant who has not been previously fingerprinted for TREC must pay a fee to DPS to get fingerprinted and go through a criminal history background check. **Each registration is required by law to have fingerprints on file with the Department of Public Safety (DPS) for TREC. Fingerprints on file for other agencies will not be accepted.** The registration will issue once all requirements are met and TREC receives confirmation from DPS that the applicant's fingerprints are on file. The applicant will be required to pay a fee for a background check with each renewal. For additional information regarding fingerprinting requirements, including scheduling an appointment, please visit www.trec.texas.gov. The digital fingerprinting process may take up to 10 days, so plan accordingly. An applicant must pay a registration fee AND a fingerprint or background check fee.

ALL REQUIRED FEES 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.**

Easement or Right-of-Way Agent Registration Fee	\$200.00
Texas A&M Fee	\$40.00
Recovery Fund Fee	\$50.00
Total Fee	\$290.00
Include an additional (FOR APPLICANTS WITH FINGERPRINTS ON FILE WITH TREC)	\$28.25

ALL FEES LISTED ABOVE ARE NONREFUNDABLE

An applicant **MUST** complete all requirements for a registration within one year after the date the application is filed or the application will terminate.



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APPLICATION FOR:

EASEMENT OR RIGHT-OF-WAY AGENT REGISTRATION FOR AN INDIVIDUAL

FEE	RECEIPT NUMBER	AMOUNT	\$ TYPE		
Application Fee		\$290.00		App#	File#
Subsequent Background Check Fee (if previously fingerprinted for TREC)		\$28.25		Entity #	Registration#

DO NOT WRITE ABOVE THIS LINE

ALL INFORMATION MUST BE TYPED OR PRINTED IN INK

1. Full Name (Last, First, Middle) _____

2. Social Security Number _____

Section 231.302 of the Texas Family Code REQUIRES all applicants to disclose their Social Security Numbers (SSN) when filing an application. The SSN will be confidential and is required to enforce Child Support orders. Failure to provide the SSN will prevent a registration from being issued and could ultimately lead to termination of the application.

3. Mailing Address _____

City _____ State _____ Zip Code _____

Phone _____

E-mail _____

4. Business (fixed office)

Physical Address _____

CANNOT BE P.O. BOX

City _____ State _____ Zip Code _____

Phone _____

E-mail _____

5. Date of Birth

Month/Day/Year _____

6. Place of Birth

City and State _____

7. Sex ☐ M
check one
☐ F

8. Ethnic Group ☐ Black ☐ White ☐ Asian ☐ Hispanic
check one

☐ Other (specify): _____

☐ Decline to respond (default answer)

9. Have you 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 ten (10) through thirteen (13) are to be answered by checking one choice; Yes or No.

If the answer to any of these questions is YES, be sure you must complete the applicable sections of the Background History Form located at <http://www.trec.texas.gov/pdf/forms/miscellaneous/BackgroundHistory.pdf>.

10. (a) Have you ever had an application for a registration or license disapproved or denied by the Texas Real Estate Commission? ☐ Yes ☐ No
- (b) Have you 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 you hold? ☐ 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 <http://www.trec.texas.gov/pdf/forms/miscellaneous/BackgroundHistory.pdf>.

11. Are there any unpaid judgments against you 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 <http://www.trec.texas.gov/pdf/forms/miscellaneous/BackgroundHistory.pdf>.

12. (a) Have you ever been convicted of a criminal offense? (Include all felonies and misdemeanors other than minor traffic tickets.) ☐ Yes ☐ No
- (b) Have you 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 you? ☐ 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 <http://www.trec.texas.gov/pdf/forms/miscellaneous/BackgroundHistory.pdf>.

13. Since January 1, 1998, have you 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 you acted either before registering or obtaining a license or after a license or registration may have expired.) ☐ Yes ☐ No

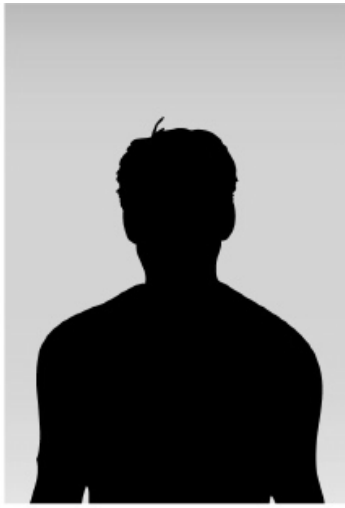
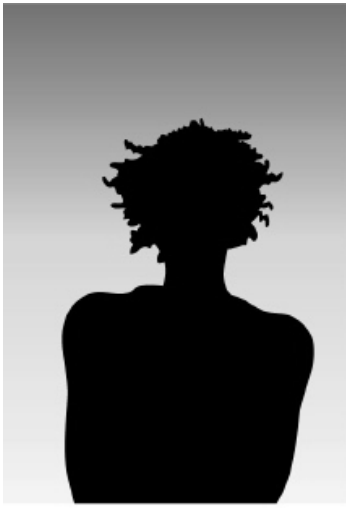
If the answer is YES, you must complete the applicable sections of the Background History Form located at <http://www.trec.texas.gov/pdf/forms/miscellaneous/BackgroundHistory.pdf>.

NOTE

State law prohibits issuing a registration after a registrant has defaulted on a student loan guaranteed by the Texas Guaranteed Student Loan Corporation (TG) unless the registrant has entered into a repayment agreement with TG. **YOU SHOULD CONTACT TG BEFORE FILING THIS APPLICATION** if you have defaulted on a student loan. An application or renewal may be rejected if this agency has received information from TG that the applicant has defaulted on a student loan. The TG can be contacted at:

Texas Guaranteed Student Loan Corporation
P.O. Box 83100
Round Rock, Texas 78683-3100
Telephone: 1-800-252-9743

An applicant **MUST** complete all requirements for a registration within one year after the date the application is filed or the application will terminate.



**Attach photograph or
clear copy of a
photograph of applicant
here.**

Photograph must have been taken within
the last **two** years.

CERTIFICATION OF EASEMENT OR RIGHT-OF-WAY AGENT APPLICANT

I certify that I am eighteen (18) years of age or older; that I am a citizen of the United States or a lawfully admitted alien. I certify that I have examined this application and the answers given are true, correct and complete. I authorize the Texas Real Estate Commission to conduct an investigation of matters reasonably related to compliance with the registration provisions 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, I will abide by the provisions of The Real Estate License Act and the Rules of the Texas Real Estate Commission.

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

Date Signed

Signature of Applicant