



**Texas Real Estate Commission**  
**P.O. Box 12188**  
**Austin, Texas 78711-2188**  
 (512) 936-3000 www.trec.texas.gov

# BACKGROUND HISTORY FORM

**NOTE:** You may type information into this form and it will display, but you will need to print and mail the form along with copies of documents to TREC when completed. Information entered into this form can only be saved if you are able to print and save the form as a PDF.

**The Commission must review your background in connection with a Fitness Determination form (FD) or certain "Yes" answers given on your application before a decision on your FD or application can be made. Please complete Sections 1, 2 and 3 and any other applicable section. Be sure to provide complete, legible copies of any documentation needed. Be specific and provide exact details. Attach a separate form for each additional license, judgment, or crime that you need to report. Attach additional pages for explanations that require more space.**

**1. Full Name:**

\_\_\_\_\_  
 Last First Middle SS# \_\_\_\_\_

**2. Address and Contact Information: (Post Office Box may be used)**

Number, Street and Apt. No. or P.O. Box \_\_\_\_\_

\_\_\_\_\_  
 City State Zip Code Area Code Phone Number

E-mail Address \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
 Month Day Year

**3. EMPLOYMENT HISTORY:** Provide employment history for the last five (5) years to the present date. Explain any periods of unemployment for more than thirty (30) days. If additional space is needed, attach a separate sheet of paper to complete your answer.

FROM	TO	Employer	City, State	Position/Duties
Month/ Year	Month/ Year			

**4. OUT OF STATE REAL ESTATE LICENSE:**

Issuing State: \_\_\_\_\_ Date Issued: \_\_\_\_\_

Status:  Active  Inactive  Expired  Other \_\_\_\_\_

Action Taken on License (if applicable):  Revoked  Surrendered  Suspended  Terminated

Other \_\_\_\_\_

Effective Date of Action: \_\_\_\_\_ Explanation of circumstances leading to any action taken: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Documentation Needed:** Submit license history signed by state licensing agency.

**5. OTHER OCCUPATIONAL/PROFESSIONAL LICENSES:**

Issuing State: \_\_\_\_\_ Type of License: \_\_\_\_\_ Date Issued: \_\_\_\_\_

Status:  Active  Inactive  Expired  Other \_\_\_\_\_

Action Taken on License (if applicable):  Revoked  Surrendered  Suspended  Terminated  
 Other \_\_\_\_\_

Effective Date of Action: \_\_\_\_\_

Explanation of circumstances leading to any action taken:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Documentation Needed:** Submit license history signed by state licensing agency.

**6. OUTSTANDING JUDGMENTS**

Status:  Final Judgment  Judgment Appealed

Explanation of circumstances leading to judgment and any payment plan for outstanding judgment:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Documentation Needed:** Submit copies of all petitions, responses and judgments.

**7. CRIMINAL HISTORY** (include all felonies, all misdemeanors other than traffic tickets, and all military tribunal convictions, even if you have disclosed these offenses on a previous TREC form or application.)

Style and Cause Number: \_\_\_\_\_

Initial Charge: \_\_\_\_\_  Misdemeanor  Felony

Ultimate Charge: \_\_\_\_\_  Misdemeanor  Felony

Title of Court: \_\_\_\_\_ County of Court: \_\_\_\_\_

Plea:  Guilty  Not Guilty  Nolo Contendere  Other \_\_\_\_\_

Date crime committed \_\_\_\_\_ Date sentenced: \_\_\_\_\_

Disposition (check all that apply):  Adjudicated Guilty  Adjudicated Not Guilty  Probation

Shock Probation  Incarceration: \_\_\_\_\_ term  Deferred Adjudication  Deferred Prosecution

Restitution Ordered  Community Service Ordered

Explanation of circumstances leading to criminal charges: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Regarding parole, community supervision or probation:

Have you been released from any of the above:  Yes  No  
Have you ever violated the terms of any of the above:  Yes  No Date of release: \_\_\_\_\_  
Have you had your parole, community supervision or probation revoked:  Yes  No  
Date of Revocation: \_\_\_\_\_

Explanation of circumstances leading to revocation and changes made to your sentence, if any: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Documentation Needed:** Submit copies of all indictments, information, charges, judgments, orders, motions to revoke and parole/probation/community supervision release, even if you have submitted these documents with a previous TREC form or application.

**8. UNLICENSED ACTIVITY**

Explanation of circumstances leading to unlicensed real estate brokerage or inspector activity: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CERTIFICATION**

I certify that I have personally prepared this background history form and all supporting information and documentation, and that all such information given is true, correct, and complete. If so requested by the Texas Real Estate Commission (the "Commission"), I will furnish all additional information or documentation as may be deemed necessary for the verification of the information provided. I authorize and consent to the Commission's conducting an investigation of me and the matters addressed herein as it deems necessary. I understand that information revealed in an investigation may be cause for disapproval of my application even though other requirements for licensing have been met.

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Typed or Printed Name Position (if signing on behalf of an entity)

***IMPORTANT INFORMATION - PLEASE READ THIS CAREFULLY***

- Please ensure the following:
- a. all information is printed in ink or typewritten
  - b. all requested information is provided; and
  - c. all questions have been answered.

**IF ALL REQUIREMENTS FOR A LICENSE ARE NOT MET WITHIN ONE (1) YEAR OF THE FILING DATE, THE APPLICATION TERMINATES.**