



Application for Motor Vehicle Title Service Runner License

Pursuant to **Texas Administrative Code: Title 43, Part 5, Chapter 95, Rule 95.1** individuals wishing to complete an application to register as a Motor Vehicle Title Service Runner **MUST** apply in person at the **Harris County Administration Building at: 1001 Preston, Room 100, Houston, TX 77002.**

Please complete this printable form online or write legibly in blue or black ink ONLY, within the lines provided. This form will NOT be accepted and the application fee will be forfeited if it is illegible, altered or incomplete.

You are required to notify us immediately of any changes that would interfere with your Motor Vehicle Runner License.

New Application				Renewal Application			
Are you a United States Citizen?	YES	NO	If NO, are you a legal resident?			YES	NO
If you are a non-legal resident, what is your INS/DHS number?							

Motor Vehicle Title Runner Authorization: to be completed by employer (Title Service Owner)

Employer Business Name:	Business Phone:	Date:
Signature of Owner:	Printed Name of Owner:	

The following individual is authorized to act as a runner for the company listed above:

Full Legal Name of Applicant (First, Middle , Last):		Social Security Number	Applicant Phone:	Alternate Phone:
Applicant Residence Address (Physical Address):		City:	State: Zip:	County:
Date of Birth (M M/DD/YY):	Email Address:	Valid Texas DL or ID Number		Expiration Date:
1. Have you ever applied for a Motor Vehicle Title Service License?	NO	YES	If yes, list YEAR and COUNTY:	
2. Have you ever applied for a Motor Vehicle Title Service Runner License?	NO	YES	If yes, list YEAR and COUNTY:	
3. Have you ever had a Motor Vehicle Title Service License or Runner's License revoked or suspended?	NO	YES	If yes, list YEAR and COUNTY:	
4. Have you ever been denied a Motor Vehicle Title Service License or Runner's License?	NO	YES	If yes, list YEAR and COUNTY:	
5. Have you now or in the past 5 years, been under court supervision through probation, parole or deferred adjudication for any criminal offense or crime of moral turpitude?	NO	YES	If yes, list YEAR and COUNTY:	
6. Have you ever been finally convicted for any felony offense or any offense involving moral turpitude?	NO	YES	If yes, list YEAR and COUNTY:	
7. Do you currently owe any county any taxes, fines, or fees? <i>If yes, you may not be eligible to conduct business with Harris County until cleared.</i>	NO	YES	If yes, list YEAR and COUNTY:	

I swear and affirm that all the information I have provided in this application is true and accurate to the best of my knowledge. By signing this document, I willfully give permission for Harris County Tax Office and local law enforcement agencies to conduct a criminal background check.

Applicant Signature: _____ Date: _____

WARNING: Falsifying information on any required statement or government document is a criminal offense and is punishable by fine and/or imprisonment.

Please submit to the Harris County Tax Assessor-Collector's office and present the following documents with your application:

- Your valid Texas Driver License or Texas Identification Card (originals)
- Your Social Security Card (original)
- Attach form **TS-4: 'Motor Vehicle Title Service Runner Authorization'** form, if you work for more than one Motor Vehicle Title Service company.