



## 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 new Motor Vehicle Title Runner **MUST** apply in person at the Harris County Administration Building: 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 pertain to your Motor Vehicle Title Service Runner License.*

<input type="checkbox"/> <b>New Application</b>	<input type="checkbox"/> <b>Renewal Application</b>
Are you a United States Citizen? <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/>	If No, are you a legal resident? <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/>
If you are not a non-legal resident, what is your INS/DHS number?	

### Motor Vehicle Title Runner Authorization (to be completed by Title Service owner)

Title Service Business Name:	Business Phone:	Date:
Printed Name of Owner:	Signature of Owner:	

### Applicant Information

<b>Full Legal Name of Applicant</b> (first, middle, last):			
<b>Applicant Residence Address:</b>			
Street:	City:	State:	Zip:      County:
<b>Applicant Phone:</b> (    )	<b>Alt. Phone:</b> (    )	<b>Applicant Email Address:</b>	
<b>Date of Birth:</b> (mm-dd-yy)	<b>Social Security Number:</b>	<b>Valid Texas DL or ID Number:</b>	<b>Expiration Date:</b>
1. Have you ever applied for a Motor Vehicle Title Service License?	<b>NO</b> <input type="checkbox"/>	<b>YES</b> <input type="checkbox"/>	If yes, list <b>YEAR</b> and <b>COUNTY</b>
2. Have you ever applied for a Motor Vehicle Title Service Runner License?	<b>NO</b> <input type="checkbox"/>	<b>YES</b> <input type="checkbox"/>	If yes, list <b>YEAR</b> and <b>COUNTY</b>
3. Have you ever had a Motor Vehicle Title Service License or Runner License revoked or suspended?	<b>NO</b> <input type="checkbox"/>	<b>YES</b> <input type="checkbox"/>	If yes, list <b>YEAR</b> and <b>COUNTY</b>
4. Have you ever been denied a Motor Vehicle Title Service License or Runner License?	<b>NO</b> <input type="checkbox"/>	<b>YES</b> <input type="checkbox"/>	If yes, list <b>YEAR</b> and <b>COUNTY</b>
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?	<b>NO</b> <input type="checkbox"/>	<b>YES</b> <input type="checkbox"/>	If yes, list <b>YEAR</b> and <b>COUNTY</b>
6. Have you ever been finally convicted for any felony offense or any offense involving moral turpitude?	<b>NO</b> <input type="checkbox"/>	<b>YES</b> <input type="checkbox"/>	If yes, list <b>YEAR</b> and <b>COUNTY</b>
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>	<b>NO</b> <input type="checkbox"/>	<b>YES</b> <input type="checkbox"/>	If yes, list <b>YEAR</b> and <b>COUNTY</b>

*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.**

**Submit the following ORIGINAL documents along with your application to the Harris County Tax Assessor-Collector's Office:**

- Valid Texas Driver License or Texas Identification Card (original)            → **Names MUST match**
- Social Security Card (original)            → **Names MUST match**
- If you work for more than one Motor Vehicle Title Service, submit a TS-4 (Motor Vehicle Title Service Runner Authorization) for each company