

Texas Department of Housing and Community Affairs

MANUFACTURED HOUSING DIVISION

P. O. BOX 12489 Austin, Texas 78711-2489

(877) 313-3023 Licensing

Internet Address: www.tdhca.texas.gov/mhd

APPLICATION FOR SALESPERSON'S LICENSE

(Please type.)

1. Salesperson's Name:		Date of Birth:	
2. Social Security # (required):			
3. Home Address:		City State ZIP	County
4. Mailing Address (for agency correspondence):		City State ZIP	County
5. Home Telephone:	Work Telephone:	Email:	
6. Sponsoring Retailer or Broker Name:		License #:	
7. List employment dates, employer and address for each job or position at which you have worked for the past three years, including any periods of unemployment. All gaps in employment must be explained.			
<i>(Dates)</i>	<i>(Employer)</i>	<i>(Address/City/State/ZIP)</i>	
8. Have you ever been licensed by TDHCA?		If yes, provide license number:	
9. Are you in arrears on any taxes owed to the State of Texas?			
10. Are you in arrears on a guaranteed student loan?			
11. Are you in arrears of any child support required by the Family Code?			
If you answered YES to questions 9, 10, or 11, provide proof that you are in good standing or that you have made payment arrangements.			
12. A CRIMINAL BACKGROUND CHECK WILL BE RUN. Have you ever acquired a criminal record, which may consist of conviction, deferred adjudication, plead guilty, or nolo contendere, for any felony or misdemeanor offense, other than a Class C Misdemeanor for traffic violations, within the five years preceding this application? If you answered YES, complete the required Criminal Record Affidavit. Failure to disclose any criminal record within the last five years may result in license denial.			
Certification			
License is subject to revocation, if the Department is NOT notified in writing of any changes in the information given on this application or if there is a violation of the law. License will be suspended if the education requirements of TEX. OCC. CODE §1201.104(c) are not successfully completed within 90 days after the date the license is issued.			
With knowledge of penalties for false statements, I certify that to the best of my knowledge all information submitted on this application and on all attached documents is true and correct.			
<i>(Signature of Applicant)</i>		<i>(Signature of Sponsoring Retailer or Broker)</i>	
<i>(Date)</i>		<i>(Date)</i>	
Payment			
Attach the required license fee of \$200.00 (two hundred dollars) to this application. Payment may be made by company or business firm check, money order or cashier's check. Please make payable to: Texas Department of Housing and Community Affairs . Mail to the address listed at the top of this form.			