Print Form

OCCC
TEXAS OFFICE OF CONSUMER CREDIT COMMISSIONER

2601 N Lamar Blvd
Austin, TX 78705
Phone: 512.936.7600
Fax: 512.936.7610
licensing@occc.texas.gov

Application for Pawnshop Employee License

A $25 licensee fee payment must accompany this application

Pawnshop Where Employed _____

Pawnshop Master File Number _____ Date of Hire _____

Pawnshop Phone Number _____

Pawnshop Fax Number _____

Contact Email for Employee _____

All sections of the form must be completed. If completing the form by hand, write clearly and use an ink pen. If a question does not apply to you, enter "N/A" in the space provided.

Return completed application and payment to:

Office of Consumer Credit Commissioner
2601 N Lamar Blvd, Austin TX 78705

Applicant's **FULL** Name _____
Last First Middle (if no middle name, please indicate) Maiden

Date of Birth _____ Place of Birth (city & state) _____ Citizenship (country) _____

Race _____ Sex _____ Height _____ Weight _____ Color: Eyes _____ Hair _____

Marital Status _____ Driver's License No. _____ Social Security No. _____

RESIDENCE DURING LAST FIVE YEARS (beginning with present address including zip) **PROVIDE CONTINUOUS DATES WITHOUT OMISSIONS:**

	Month	Year	Street Address	City	State	Zip	Owned
From							☐ Yes
To	Present	Present					☐ No
From							☐ Yes
To							☐ No
From							☐ Yes
To							☐ No
From							☐ Yes
To							☐ No
From							☐ Yes
To							☐ No
From							☐ Yes
To							☐ No
From							☐ Yes
To							☐ No

RECORD OF BUSINESS ASSOCIATION, OCCUPATION AND EMPLOYMENT FOR PREVIOUS FIVE YEARS - PROVIDE CONTINUOUS DATES; begin with present pawnshop employment. Show all activities to include time as a student, unemployed or retired. List every service as officer or director of any corporation, ownership of 10% or more of stock in any corporation, and ownership as sole proprietor or partner of any business.

	Month	Year	Full Name of Company	Complete Address for place of employment	Position and Duties Type of Business If Not Apparent
From					
To	Present	Present			
From					
To					
From					
To					
From					
To					
From					
To					
From					
To					
From					
To					

The Office of Consumer Credit Commissioner obtains information from this form and certain third-party sources. With few exceptions, you may review and correct the information we collect. To find out more about the information we collect or to make an open records request, contact our Public Information Officer at 512-936-7639 or public.information@occc.texas.gov.

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Every person employed in a pawnshop who is involved in making pawn loans, buying and/or selling merchandise, or the supervising of employees writing pawn transactions, or buying and/or selling merchandise must file an employee license application within seventy-five (75) days of being employed except an individual who has an ownership interest in the pawnshop license and is named on the application for that license as filed with the commissioner.

FALSE OR MATERIALLY INCOMPLETE ANSWERS ARE GROUNDS FOR DENIAL.

	YES	NO
1(a) Are you familiar with the Texas Pawnshop Act and its implementing rules?	☐	☐
1(b) Have you previously held a Texas Pawnshop Employee License?	☐	☐

If "Yes", provide previous license number _____

If you answer "Yes" to any of the below questions, you MUST attach a full statement of the facts explaining why you answered "Yes".

2. Have you ever been an owner, partner, officer, director, stockholder, or employee of any pawnshop, loan, discount or finance business, or of the parent, subsidiary, or affiliate of such business:

a. Other than listed in the employment history above?	☐	☐
b. Any organization which was refused a license, withdrew an application to avoid refusal, had its license or permit suspended, canceled, or revoked by any authority?	☐	☐
c. Or any other organization which was the subject of bankruptcy, insolvency, or receivership?	☐	☐

3. **The next three (3) questions seek information related to both misdemeanors and felonies. If you answer "Yes" to any of the below, you MUST provide a statement of facts regarding the incident -- even if a lawyer, judge, or other person told you that there would be no record of your arrest -- unless you have a legal document on which a judge ordered information about you to be removed from police and court files (expungement).**

You MUST also attach court records showing the final disposition of each arrest, charge, indictment or conviction. This includes deferred adjudications. You are NOT required to disclose class C traffic violations.

a. Have you ever been arrested?	☐	☐
b. Have you ever been charged, indicted, or convicted regarding a violation of any law?	☐	☐
c. Do you have any outstanding warrants for your arrest?	☐	☐
4. Have you ever been a defendant in a civil court action or administrative proceeding other than divorce, condemnation, or personal injury?	☐	☐
5. Have you ever had an application for any type of professional license denied or disapproved or any such license suspended, canceled, or revoked (to include pawnshop employee and similar licenses)?	☐	☐
6. Are you now or have you ever been held liable for fraud in any civil suit or found guilty of fraud in any criminal or administrative proceeding?	☐	☐
7. Were you dishonorably discharged from the U.S. Armed Forces?	☐	☐
8. Has a bonding company at any time been required to indemnify an employer of yours as a result of any action or inaction on your part, or have you ever been denied the privilege of being bonded?	☐	☐