

MARGARET G. MONTEMAYOR BEXAR COUNTY DISTRICT CLERK Bexar County Courthouse 100 Dolorosa, San Antonio, TX 78205	APPLICATION FOR AUTHORIZATION AS A PRIVATE PROCESS SERVER	DATE
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Additional sheets may be used to continue entries in any block of this form.

NAME	Last	Maiden	First	Middle		
ADDRESS	Street		City		Zip	
Race	Sex	Height	Weight	Eyes	Hair	Complexion
Driver's License		State		Type/Class		Expiration
Social Security Number			Date of Birth		Place of Birth	
Work Phone	Work Fax		Cell/Pager		Home Phone	E-Mail

Attach a copy of proof of insurance from your carrier.

Experience and education in civil process, if any:			
Do your pay child support? Are you delinquent?	NO	YES	Explain if delinquent in child support:
Have you ever been convicted of a felony or misdemeanor involving moral turpitude?	NO	YES	Explain if "yes" and attach pertinent court records.
Have you ever been denied a license, permit or other authorization to do business?	NO	YES	If "yes," state the place, date, circumstances, nature of the permit or license applied for, and identify the agency having records pertaining to the denial.
Person with permanent information on your current and future whereabouts/addresses:	Provide name, address, phones, e-mail.		

Please continue your answers in a separate piece of paper if required.

VERIFICATION

I have personally completed the foregoing application for authorization as a private process server, and do hereby swear, subject to the penalties of perjury, that the facts stated above are true and correct and of my own personal knowledge, and do further swear that I have read and am familiar with the provisions of the Texas Rules of Civil Procedure relating to the service of civil process, and am familiar generally with the law relating to civil process. I do hereby swear to comport myself in all respects as an officer of the court in connection with the service of civil process, and to uphold the constitution and laws of the State of Texas in connection with my service in this capacity as a special officer of the court.

Signature of Applicant: _____

STATE OF TEXAS
COUNTY OF BEXAR

Before me personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he/she executed the same for the purpose therein expressed.

Given under my hand and seal of office on this the day of _____, 20____.

Notary Public in and for the State of Texas

**AUTHORIZATION TO RELEASE INFORMATION TO
JUDGE OF PRESIDING COURT AND THE DISTRICT CLERK
IN AND FOR BEXAR COUNTY, TEXAS**

TO WHOM I MAY CONCERN:

I am an applicant for employment and/or am employed with _____ and I hereby request and authorize you to furnish the designated authorized representatives of _____ with any and all information they may request concerning my employment regarding: (1) educational records, including but not limited to academic achievement, attendance, athletic, personal history, and disciplinary records; (2) medical records; (3) credit records; (4) juvenile records; (5) police records; (6) prison records; (7) court records; (8) military records; (9) driver's license records, for determination of my qualifications for employment and for eligibility for certain security clearances.

I hereby direct you to release such information upon request of the bearer of this document or a copy thereof. This release is executed with full knowledge and understanding that the information requested is for the official use of the aforementioned employer. I hereby release "you" as custodian of such records and I further release any school, college, hospital or repository of medical records; credit bureau; lending institution; consumer reporting agency; or retail business of any state, local, police department; and/or any agency or division of the State of Texas, including its officers, employees or related personnel, both individually and collectively, from any and all liability for damages of whatever kind which may at any time result to me, my heirs, family or associated because of compliance with this authorization and request for information or any other attempt to comply with it.

Authorizing Signature

Printed Full Name

Date

STATE OF TEXAS
COUNTY OF BEXAR

Before me personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he/she executed the same for the purpose therein expressed.

Given under my hand and seal of office on this the day of _____, 20____.

Notary Public in and for the State of Texas