



TEXAS BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS

1917 S. Interstate 35, Austin Texas 78741-3702

www.pels.texas.gov

Phone: (512) 440-7723 Fax: (512) 442-1414

Table with 1 column and 4 rows: Office Use Only, Firm #, Entity #, Receipt #

SURVEYING FIRM REGISTRATION FORM

Firms offering land surveying services in Texas must register with the Board. Firms must list any branches under the same TBPELS firm registration number. A firm branch MAY ALSO be registered separately from the headquarters. If the headquarter and branch(s) share the same EIN number, this is NOT required. A new form must be completed for each unique registration number. Mail this completed form with your check or money order for \$150 to the address shown above.

1. Firm's Legal Name: \_\_\_\_\_

DBA (if applicable): \_\_\_\_\_

Headquarters OR Stand-Alone Branch Headquarter's Registration Number:

EIN Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_
Address City County State Zip

Physical Address: \_\_\_\_\_
Address City County State Zip

Telephone: \_\_\_\_\_

E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_

2A. Name(s) and title(s) of Managing Owner(s) \_\_\_\_\_

Contact E-mail Address \_\_\_\_\_ Telephone \_\_\_\_\_

2B. Name(s) and title(s) of Partner(s), Officer(s) or Director(s) of firm:

3. Branches - Use page 2 to list all subsidiary and/or branch offices offering land surveying services. Print additional pages as needed.

4. Registered Professional Land Surveyors - Use page 3 to list all full time R.P.L.S. employed at either the main firm/subsidiary or branch offices. Print additional pages as needed.

Signature of Remitter \_\_\_\_\_

Print Name \_\_\_\_\_

Position with Firm \_\_\_\_\_ Amount Enclosed \_\_\_\_\_ Date \_\_\_\_\_

Firm is required to renew its registration and pay the designated fee prior to January 1 of each year to offer land surveying services in the next year. If a firm does not renew its registration and pay the designated fee prior to January 1 of each year, the firm's registration will be deemed expired and late fees must be paid to renew the registration. Any surveying services offered without a valid renewed registration is in violation of the Professional Land Surveying Practices Act and subject to sanctions and penalty fees.



**MUST BE SIGNED AND SEALED BY SURVEYOR FOR FIRM REGISTRATION**

**Affirmation of employment to be signed and sealed by each R.P.L.S. who is employed by firm:**

I hereby certify under penalty of perjury that I  
Registered Professional Land Surveyor No. \_\_\_\_\_ am employed full time by:  
Firm Name/Branch or Subsidiary Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

I hereby acknowledge this statement by affixing  
my Registered Professional Land Surveyor seal  
hereto.

I hereby certify under penalty of perjury that I  
Registered Professional Land Surveyor No. \_\_\_\_\_ am employed full time by:  
Firm Name/Branch or Subsidiary Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

I hereby acknowledge this statement by affixing my  
Registered Professional Land Surveyor seal hereto.

I hereby certify under penalty of perjury that I  
Registered Professional Land Surveyor No. \_\_\_\_\_ am employed full time by:  
Firm Name/Branch or Subsidiary Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

I hereby acknowledge this statement by affixing my  
Registered Professional Land Surveyor seal hereto.

Please print and attach additional information regarding additional R.P.L.S. as needed.