

**2013 RPLS Renewal Notice**



TEXAS BOARD OF PROFESSIONAL LAND SURVEYING  
 12100 Park 35 Circle, Building A, Suite 156, MC-230  
 Austin, TX 78753  
 (512) 239-5263

Office Use Only
Receipt #

**To renew a firm registration, please use the Firm Registration Renewal Form**

DO NOT COMBINE A FIRM RENEWAL FEE AND A SURVEYOR LICENSE RENEWAL FEE ON ONE CHECK.

1. **Payment and Renewal Form must be received in the Board office BEFORE December 31, 2012.**
2. If your payment is not received in our office before December 31, 2012, your license is expired and you are prohibited from engaging in activities that require a certificate or license. Practicing with an expired certificate or license is a violation of Board Rules and may result in a penalty not to exceed \$1,500 per violation.
3. How to pay:
  - a. By Mail: Complete this form, enclose your check or money order drawn on a U.S. financial institution and mail to the above address.
  - b. Online from Nov. 15, 2012 through Dec. 31, 2012. Go to [www.txls.texas.gov](http://www.txls.texas.gov).
4. Exceptions to Online Payment:
  - a. RPLS LSLS license holders must renew by mail.
  - b. RPLS license-holders employed by the State of Texas are entitled to an exemption equal to \$200. Deduct \$200 from your total due. You must renew by mail if claiming this exemption.
5. Change of Address:
  - a. Renewal notice forms are mailed to the preferred address noted in the records of the Board. If your mailing address has changed, please attach a written Change of Address Notice to this renewal form and return to the Board office for processing. A change of address form can be found on the Board's web site: [www.txls.state.tx.us](http://www.txls.state.tx.us)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City and State: \_\_\_\_\_

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

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

License Number: \_\_\_\_\_

Amount Paid: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

Please complete all information in the box.

**This does not constitute a change of information notice. Please read Item number 5 to the left.**

**Renewals Before Expiration of License  
 November through December**

*RPLS Active	379.00
RPLS Inactive	40.00
*RPLS Active/LSLS	416.00
RPLS Inactive/LSLS	80.00
LSLS Only	40.00

\_\_\_\_\_ I certify that I have completed at least 12 hours of  
 (must initial) the required Board approved continued education.

**DO NOT SEND CASH OR FOREIGN MONEY**

I certify that I have read the information on this form and I am familiar with the Professional Land Surveying Practices Act and Board Rules.

Have you been convicted of any crime, other than a minor traffic violation, that you have not reported to the Board?  
 \_\_\_\_\_ Yes \_\_\_\_\_ No **Date of convictions(s)** \_\_\_\_\_.

Board Rule 663.20 requires registrants to provide a summary of convictions in sufficient detail to allow the Board to determine if it is applicable to the practice of professional land surveying or application for registration. If additional space is needed you may attach a page.

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\_\_\_\_\_  
**RPLS Signature**

\_\_\_\_\_  
**Date**

**Payment must be received by TBPLS before December 31, 2012.**