



**TEXAS BOARD OF PROFESSIONAL LAND SURVEYING**

12100 Park 35 Circle, Building A, Suite 156 MC-230, Austin TX 78753

[www.txls.texas.gov](http://www.txls.texas.gov)

Phone: (512) 239-5263 Fax: (512) 239-5253

Office Use Only
Entity #
Receipt #

**REQUEST TO PLACE A LICENSE OF REGISTRATION ON INACTIVE STATUS**

To request Inactive Status please complete this form below and return to the Board office by December 31 of current year; in other words, **must be requested during current renewal period between November 1 through December 31** before RPLS license has expired. The inactive renewal fee of **\$40.00 must be** included with the request form. A surveyor on inactive status must comply with **Board Rule 661.52**.

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

**RPLS Number:** \_\_\_\_\_

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

\_\_\_\_\_  
**City** **County** **State** **Zip**

**Telephone Number:** (\_\_\_\_\_) \_\_\_\_\_

**E-Mail Address:** \_\_\_\_\_

**Former Firm Name:** \_\_\_\_\_

**Is this firm closed?**  **Yes**  **No**

**Rule 661.52 Inactive Status**

- (a) A Surveyor whose registration is in good standing may apply for Inactive registration status on a form prescribed by the Board.
- (b) An Inactive Surveyor may not practice professional surveying. If an Inactive Surveyor engages in the practice of professional surveying, the Inactive Surveyor's registration may be suspended or revoked and may be fined as allowed by the Professional Land Surveying Practices Act.
- (c) An Inactive Surveyor shall not use their seal during any period that the registration is Inactive.
- (d) An Inactive Surveyor shall pay an annual fee as prescribed by the Board.

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

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

**\*\*To Return a License to Active Status, please follow the instructions as stated in Board Rule 661.52 (e).\*\***