

# PERMANENT SURRENDER OF LICENSE

Office of the Executive Director  
Texas Commission on Law Enforcement  
6330 US Highway 290 East, Suite 200  
Austin, Texas 78723

Dear Sir:

I am submitting this letter, **permanently surrendering** my license(s) and all certificates issued to me by the Texas Commission on Law Enforcement (TCOLE).

I understand that as a result of my surrender, I am no longer licensed and permanently ineligible to serve in any capacity requiring licensure by TCOLE. I have been provided with a copy of the Surrender of License Rule in effect as of this date and I am aware that this surrender should include a summary of the reason for surrender.

I understand and have knowledge of the consequences of the signing of this document.

Name: \_\_\_\_\_  
Please print

TCOLE PID: \_\_\_\_\_

\_\_\_\_\_  
Signature

Date: \_\_\_\_\_

*SWORN TO and subscribed before me on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.*

***Notary Seal or Stamp***

\_\_\_\_\_  
*Signature of Notary Public, State of Texas*

\_\_\_\_\_  
*Notary's Printed or Typed Name*

\_\_\_\_\_  
*Notary's Commission Expires*

**PERMANENT SURRENDER OF LICENSE  
SUMMARY OF THE REASON FOR SURRENDER**

As required by Commission Rule § 223.13 (d) Surrender of License, the surrender should include a summary of the reason for the surrender. Please give a brief summary or description of the reason for the license surrender.

(Description)

Name: \_\_\_\_\_  
Please print

TCOLE PID: \_\_\_\_\_

\_\_\_\_\_  
Signature

Date: \_\_\_\_\_

*SWORN TO and subscribed before me on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.*

***Notary Seal or Stamp***

\_\_\_\_\_  
*Signature of Notary Public, State of Texas*

\_\_\_\_\_  
*Notary's Printed or Typed Name*

\_\_\_\_\_  
*Notary's Commission Expires*

# Texas Administrative Code

<u>TITLE 37</u>	PUBLIC SAFETY AND CORRECTIONS
<u>PART 7</u>	TEXAS COMMISSION ON LAW ENFORCEMENT
<u>CHAPTER 223</u>	ENFORCEMENT
<b>RULE §223.13</b>	<b>Surrender of License</b>

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- (a) A licensee may surrender a license:
  - (1) as part of an employee termination agreement;
  - (2) as part of a plea bargain to a criminal charge;
  - (3) as part of an agreed settlement to commission action; or
  - (4) for any other reason.
- (b) A license may be surrendered either permanently or for a stated term.
- (c) Effective dates:
  - (1) the beginning date for any surrender shall be the date stated in the request or, if none, the date it was received by the commission;
  - (2) a term surrender shall have its ending date stated in the request; and
  - (3) any request without a stated ending date shall be construed as a permanent surrender.
- (d) A licensee may surrender any license by sending, or causing to be sent, a signed, notarized, written request to the executive director, who may accept or reject the request. The signed written request shall indicate that the licensee understands and has knowledge of the consequences of the document being signed. The executive director may accept requests for surrender submitted to the commission in any other form that indicates the licensee intends to surrender the license to the commission. The executive director may liberally construe the intent of any request. The surrender of one commission-issued license operates as a surrender of all commission-issued licenses. The surrender should include a summary of the reason for the surrender.
- (e) If accepted, the licensee is no longer licensed:
  - (1) effective on the beginning date of the surrender; and
  - (2) except for permanent surrenders, until such person applies for and meets the requirements of a new license.
- (f) The effective date of this section is February 1, 2014.

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Initials