

DUPLICATE LICENSE/REGISTRATION CARD OR CERTIFICATE REQUEST

REMINDER: The Pocket Card portion* of this application (and many others) can be completed entirely online via the Online Licensing System. Applications submitted online are processed and approved considerably faster than those sent via US Mail. To login to your online account, go to: tsbpe.texas.gov/ols

*Duplicate wall certificates cannot be ordered online. Only the licensee or registrant may request a duplicate license card or certificate. This completed form must be returned with payment of \$25.00. Please allow 10-15 days for processing. Only one request within any six-month period may be made. A separate form is required for each replacement card.

Request for duplicate: Pocket Card Wall Certificate

Last name: _____ First name _____ MI _____

License or registration number _____ DOB _____ Last 4 of Social _____

Daytime Ph. # _____ Email (Required) _____

What happened to original card or certificate issued? _____

This completed form must be returned with payment of \$25.00: \$25.00 is included

Date: _____

Before me, the undersigned authority, _____, personally appeared and identified themselves through a government-issued photo ID. SWORN TO AND SUBSCRIBED before me, the undersigned authority, on this the _____ day of _____, _____.

[NOTARY SEAL]

Notary Public in and for the State of Texas

I UNDERSTAND THAT SUBMITTING ANY FALSE INFORMATION TO THE BOARD MAY RESULT IN DISCIPLINARY ACTION, UP TO AND INCLUDING REVOCATION OF MY LICENSE OR REGISTRATION AND AN ADMINISTRATIVE PENALTY NOT TO EXCEED \$5,000. I UNDERSTAND THAT THE PENALTIES FOR PERJURY OR TAMPERING WITH A GOVERNMENTAL RECORD THROUGH FALSE ENTRY OF INFORMATION MAY CONSIST OF (1) A FINE NOT TO EXCEED \$4,000. (2) CONFINEMENT IN JAIL FOR A TERM NOT TO EXCEED ONE YEAR; OR (3) BOTH SUCH FINE AND CONFINEMENT. BY SIGNING THIS FORM, I HEREBY AFFIRM THAT ALL THE FACTS, STATEMENTS, AND ANSWERS CONTAINED HEREIN ARE TRUE.

Signature of licensee or registrant making request _____



When each of the above items are complete, please mail this form and payment to the address listed at the top of this page. Typical processing times range from 30-45 days. Card/certificate will be mailed to the address the TSBPE has on file for the licensee/registrant.

TSBPE USE ONLY

Fee _____ Entity No. _____

Date Received _____ Date Processed _____