



TEXAS DEPARTMENT OF INSURANCE

State Fire Marshal's Office (112-FM)

333 Guadalupe Street, Austin, Texas 78701 ★ PO Box 149221, Austin, Texas 78714
 (512) 676-6800 | F: (512) 490-1056 | TDI.texas.gov/fire | @TXSFMO

Individual License Renewal Application for All Types of Fire Alarm Licenses

- Please print or type your answers.
- An additional \$20 fee is required for any of the following:
 - If you have an address change.
 - If you are employed with a new company.
 - If you transferred to another company.
- To renew your license:
 - Your renewal must be post-marked before your license expiration date.
 - Your renewal application must be complete.
- A late fee is required for renewal applications that are not postmarked by your current license's expiration date (see fee schedule on last page). A late fee is also required if you submit an incomplete application and do not provide the missing information by your license's expiration date or within the 30-day notice period allowed by the fire alarm rules.
- All fees are nonrefundable, except for overpayments from mistakes of law or fact.
- Send only one payment to cover all fees. Fee payments for various applications need to be combined.
- Answer questions completely and truthfully. We may deny, suspend, or revoke your license if you misrepresent or knowingly give wrong information on this application.

1. Applicant information (Use your full name as it appears on your Texas State Fire Marshal's Office [SFMO] license.)

First name

Middle name

Last name

Suffix

SFMO license number

Expiration date

Email (required)

Home address (no P.O. box)	City	State	ZIP	County
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Mailing address	City	State	ZIP	County
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▶ If you have had any convictions since your last renewal or any convictions that you have not reported in the past, you must submit a supplemental criminal history information form [SF261](#) for each occurrence.

▶ A license holder with an unexpired license may renew the license without being with a registered company if the renewal is postmarked before the license expiration date.

▶ Are you currently employed by a registered company? Yes No
If **no**, skip section 3.

Reminder: A license holder with an unexpired license who is not employed by a registered firm at the time of the license renewal may renew that license, but the license holder may not engage in any activity for which the license was granted until the license holder is employed by a registered firm. (TIC Section 6002.204)

Applicant signature	Date
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2. Type of license renewal application (Mark only one)

Fee (TDI code 572)

Fire Alarm Technician (FAL)

\$200

SFMO license number	Expiration date
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Fire Alarm Monitoring Technician (AMT)

\$200

SFMO license number	Expiration date
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Residential Fire Alarm Superintendent – Single-Station (RAS-SS)

\$200

SFMO license number	Expiration date
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Residential Fire Alarm Superintendent (RAS) \$200

SFMO license number Expiration date

Residential Fire Alarm Technician (RAL) \$100

SFMO license number Expiration date

Fire Alarm Planning Superintendent (APS) \$200

SFMO license number Expiration date

3. Company certification

Note: Evidence of authorization to sign must be on file with the SFMO Licensing Administration section.

- I certify that this applicant is an employee covered by the general liability insurance policy of the company shown on this application. Upon receiving a license, the applicant will be designated to represent this company subject to Chapter 6002 of the Texas Insurance Code and Section 34.600 of Texas Administrative Code, Title 28, the Fire Alarm Rules.
- I know of no reason why the applicant should be denied a license.
- I verify that the information on this application and its attachments are true and correct.

Signature of authorized representative Date

Print name Title

ACR-

Company name Alarm certificate of registration number

► Will this applicant be the company's designated full-time employee?

Yes No

Note: The designated full-time employee cannot be an RAL applicant.

4. Payment

Pay by check or money order payable to the Texas Department of Insurance. Mail your completed application, additional documents, and payment to:

Mailing address

State Fire Marshal's Office
P.O. Box 149221
Austin, Texas 78714-9221

Street address

State Fire Marshal's Office
333 Guadalupe St.
Austin, Texas 78701

► Late fees

License type	Late by 1 day to 90 days	Late by 91 days to 2 years
Fire Alarm Technician (FAL)	\$30	\$120
Fire Alarm Monitoring Technician (AMT)	\$30	\$120
Residential Fire Alarm Superintendent – Single-Station (RAS-SS)	\$30	\$120
Residential Fire Alarm Superintendent (RAS)	\$30	\$120
Residential Fire Alarm Technician (RAL)	\$12.50	\$50
Fire Alarm Planning Superintendent (APS)	\$30	\$120

Your rights: You can request information we have about you by emailing OpenRecords@tdi.texas.gov or writing to: Public Information Coordinator, Texas Department of Insurance, PO Box 149104 (mail code 112-1C) Austin, Texas 78714-9104. You also have the right to ask that we fix information we have about you that is wrong. To ask for a correction, send (1) your name, mailing address, and your phone number, (2) details about what needs to be fixed, and (3) the reason or proof showing why the information is wrong. Send this by email to RecordCorrections@tdi.texas.gov or by mail to: Record Correction Request, Texas Department of Insurance, PO Box 149104 (mail code 113-1C), Austin, Texas 78714-9104. There is a different process to change or update information you submitted to the State Fire Marshal's Office (SFMO). To update information submitted to SFMO, email FMLicensing@tdi.texas.gov. There may be a fee to update information held by SFMO.