



# TEXAS DEPARTMENT OF LICENSING & REGULATION

P.O. Box 12157 - Austin, Texas 78711-2157  
[www.tdlr.texas.gov](http://www.tdlr.texas.gov)

## PROFESSIONAL EMPLOYER ORGANIZATION CONTROLLING PERSON INFORMATION FORM NO CHANGE OF INFORMATION

This form must be completed by a controlling person of a Professional Employer Organization, as defined in Section 91.001(7) of the Professional Employer Organization Act.

You must only use this form if there has been NO CHANGE in your personal information since your previous renewal or application. If there has been any change in your information, complete a new [Controlling Person Personal Information Form \(PDF\)](#).

**1. Name of Professional Employer Organization applying for renewal:**

**2. Controlling Person's Full Name:** (initials not acceptable)

Last

First

Middle

Suffix

### 3. Authorized Signatures:

I certify that I have read and will comply with all applicable provisions of Chapter 91 of the Professional Employer Organization Labor Code, and 16 Texas Administrative Code, Chapter 72. I certify all information submitted on this form and attachments is true, accurate, and complete. I further certify that, except as otherwise indicated in this form or attachments, all information previously provided in the most recent Professional Employer Organization Controlling Person Personal Information Form and attachments remains true, accurate, and complete. I understand that providing false information on this form may result in the revocation of the registration or imposition of administrative penalties for the Company under which this form is required.

Authorized Signature

Date Signed

Printed Name

Title

### SEND YOUR COMPLETED REQUEST AND REQUIRED DOCUMENTS TO:

Texas Department of Licensing and Regulation  
P.O. Box 12157  
Austin, TX 78711-2157

Documents submitted with your application will not be returned. Keep a copy of your completed application and all attachments.

For additional information and questions, visit the [TDLR website](#) or reach Customer Service via [TDLR webform](#). The webform will allow you to submit your request for assistance and include attachments needed. Customer Service Representatives are available Monday through Friday (excluding holidays) at (800) 803-9202 (in state only), (512) 463-6599, or Relay Texas-TDD: (800)735-2989.