



**CREDIT ACCESS BUSINESS  
(CAB)  
REGISTRATION GUIDELINES**

The following document must be submitted to the Department of Development Services in order for the department to process your request for Credit Access Business registration.

1. A copy of the current, valid license held by the Credit Access Business pursuant to Chapter 393, Subchapter G of the Texas Finance Code.
2. A copy of a current, valid Certificate of Occupancy showing that the Credit Access Business is in compliance with the most current Construction Code.
3. If you are acting as an agent/representative for the property, you must bring a letter signed by the owner stating his consent for the request being applied for.
4. A completely filled out application.
5. A non-refundable processing application fee of \$50.00. A certificate of registration license expires on the earliest of:
  - A. One year after the date of issuance or the date; or
  - B. The date of revocation, suspension, surrender, expiration without renewal, or other termination of the registrant's state license.

NOTE: A certificate of registration license may be renewed by making application in accordance with Section 26-422 of the Code. A registrant shall apply for renewal at least 30 days before the expiration of the registration.