



## Request for Exemption from Texas.gov Subscription Framework

**T**exas Government Code, Chapter 2054, Subchapter K. Electronic System for Occupational Licensing Transactions, lists the agencies that must participate in the Texas.gov (formerly TexasOnline) licensing framework and remit subscription fee payments to Texas.gov to cover costs for using the licensing framework, the payment engine and credit card fees.

DIR, in its capacity as manager of the Texas.gov state internet portal, works with agencies to promote the use of the portal, and where applicable, to determine if an exemption to any component of the portal program is warranted.

To apply for exemption from the Texas.gov subscription framework, submit each of the following to [Txgov@dir.texas.gov](mailto:Txgov@dir.texas.gov) with an internal address of:

Department of Information Resources  
300 W. 15<sup>th</sup> Street, Suite 1300 Austin,  
TX 78701

1. A cover letter in the form of an executive summary and
2. A completed Agency Certification Form with required documentation attached.

The Agency Contact for the submission will be contacted within five business days.

If you have questions about this form, please address them to [Txgov@dir.texas.gov](mailto:Txgov@dir.texas.gov).

### Executive Summary

Provide an executive summary that describes the reason(s) for this request for exemption from the Texas.gov subscription framework. This executive summary should be in the form of a cover letter signed by the agency's head or designee. Please provide a clear justification for this request, including an explanation of any undue hardships or costs to be incurred by the agency under the subscription fee structure.

### Agency Certification Form

The affirmations and documentation required by this form assure that the proposed non-subscription fee framework funding model:

- Is financially viable and beneficial to either constituents or the state of Texas





## Agency Certification Form

### General Information

Agency: \_\_\_\_\_

Agency Exemption Contact Name: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Contact Email: \_\_\_\_\_

Are you planning to use the Texas.gov transaction payment engine (TPE) to collect and process these funds?  
(Y/N) \_\_\_\_\_

NOTE: To use a payment engine other than the Texas.gov payment engine, you must be granted an exemption from the Department of Information Resources. To request a payment engine exemption, you must complete the [Texas.gov Infrastructure Exemption Request form](#).

For which license types are you requesting exemption from the subscription framework?

License Type	Number of Licenses Issued Online Last Fiscal Year	Number of Licenses Issued Offline Last Fiscal Year	Fee Charged by Agency/License	Current Subscription Fee



## Texas.gov Exemption Request Disposition

Request for Exemption from Texas.gov Subscription Framework

Texas.gov Exemption Disposition Summary		
Disposition Type	✓	State Value Assessment Summary
Approved		
Rejected		

EXECUTIVE DIRECTOR		
Signature	Printed Name	Date

