

Texas Administrative Code Chapter 68 defines the owner as the person that holds title to the property. The owner is legally responsible for compliance with the Texas Accessibility Standards (TAS) of their property and Texas Administrative Code (TAC) Chapter 68.			
Owner type	Eligible signor of documents	Documents needed to register	Forms required after registration
Individual	ONLY the individual listed can sign documents for the project	1) copy of CAD record*	¹ TDLR Designation Agent Form
Sole Proprietorship	ONLY the owning individual can sign documents for the project	1) copy of CAD record*	¹ TDLR Designation Agent Form
Corporation	Any employee of the owning corporation can sign documents for the project	1) copy of CAD record*	¹ TDLR Designation Agent Form
Trust or Estate	A member of the Trust or Estate can sign documents for the project (a lawyer managing the estate cannot sign documents without additional form)	1) copy of CAD record*	¹ TDLR Designation Agent Form
Government entity (city/state/school district/county/state university)	Any employee of the owning government entity can sign documents for the project	1) copy of CAD record*	¹ TDLR Designation Agent Form
Nonprofit (currently not an option in TABS - Cooperation for now)	Any employee of the owning non-profit can sign documents for the project	1) copy of CAD record*	¹ TDLR Designation Agent Form
Limited Partnership (LP or Ltd)/ Limited Liability Partnership (LLP)	Any one of the partners of record listed in the Texas Secretary of State record can sign documents for the project	1) copy of CAD record* & 2) copy of Article of Formation** or Texas Secretary of State record***	TDLR Limited Liability Ownership form ¹ TDLR Designation Agent Form
Limited Liability Corporation (LLC)/ Professional Limited Liability Company (PLLC)	The parent or umbrella entity of record listed in the Texas Secretary of State record can sign documents for the project	1) copy of CAD record* & 2) copy of Article of Formation** or Texas Secretary of State record***	TDLR Limited Liability Ownership form ¹ TDLR Designation Agent Form
Long Term Special Ground Lease	Any employee of the entity listed as the Leasee on the ground lease document	1) copy of CAD record* & 2) copy of long term ground lease	¹ TDLR Designation Agent Form
² All owner information entered into TABS must match the owner information displayed in the local County Appraisal District (CAD) record			

¹ The TDLR Designation Agent Form is only required if the CAD owner is not signing the required documents and is designating an agent as the signor

² Should the property recently have been sold or CAD records are incorrect a copy of the Deed of Sale reflecting current owner and the parcel of land should be uploaded with a copy of the CAD record

*CAD record is a copy of the real or commercial County Appraisal District record where the project is located that shows the person/entity that holds title to the property and Property ID or CAD number - this allows RASs and TDLR to verify owner information in TABS is correct and in compliance with TAC Chapter 68

**Article of Formation is the legal document that reflects the entity listed as the owner and any or all partners or parent entities that are associated with the owning entity

***Texas Secretary of State record is a copy of the Texas Secretary record from their website that reflects the entity listed as the owner and any or all management contacts or SOS agents that area associate with the owning entity