Bail Bond Justification Requirements

All Petitions for Initial Justification and Annual Review must contain the following:

**Caption:**

Name – Please list as Petitioner the name under which the bail bond company seeks to do business in King County. This name should appear on all licenses attached to the petition.

Cause Number – A new cause number needs to be obtained from the Superior Court Clerk for every Petition for Initial Review and every Petition for Annual Review (See King County Superior Court Clerk's Memo dated May 23, 2006.). This means that every year when Petitioner seeks Re-justification, a new cause number must be obtained from the Clerk's Office. Last year's cause number cannot be used.

Document Title – Indicate in the document title and footer, in parentheses, whether the petition is for Initial Justification or Annual Review. For example, "Petition for Order of Justification (Annual Review)."

**Body:**

1. Current Bond Forfeitures – Please indicate whether the bail bond company within the last year had any forfeited bonds which remained unpaid after the deadline listed in an order or a judgment of forfeiture, or any other unpaid, past-due obligations to any court within the State of Washington. Please attach a copy of each such order, judgment or obligation.

2. Unified Business Identifier Number– Please attach documentation from the Washington State Department of Revenue listing the bail bond company's UBI number.

3. Ownership – Identify the names of all persons, partnerships or corporations having any ownership interest in the bail bond company, or any interest in its profits, and the percentage of ownership of each owner.

4. Agents– Attach an alphabetical (by last name) list of the names of all persons who will be in the sale or issuance of bail bonds on behalf of the bail bond company. Please ensure that each name is accurate and spelled correctly.

5. Declaration – Provide an accurate and complete declaration, sworn under penalty of perjury, for each owner and agent in paragraphs 3 and 4 above, listing **any** criminal conviction, Department of Licensing disciplinary action or investigation, and denial or revocation by any other court or county. The declaration must include:

a. individual's full name, former names and aliases, address, and date of birth. Please note that the date of birth should be redacted on the original filed with the Clerk in order to protect the privacy of these individuals, as filed documents are public documents. However, the date of birth must be unredacted on the version of the declaration which is served on the Prosecuting Attorney's Office.

b. information regarding the criminal offenses individual has been convicted of, including:

i. name of crime (e.g., Forgery);

ii. level of criminal offense (misdemeanor, felony, etc.);

iii. name of the sentencing court (e.g., Pierce County Superior

Court);

iii. date of offense; and

iv. date of sentencing.

c. information regarding any Department of Licensing disciplinary actions and investigations with regard to either the individual or a company for which the individual worked, including:

i. investigation type, title and number, if known;

ii. date investigation was opened;

iii. basis for investigation;

iv. status; and

v. consequence, if any.

d. a list of jurisdictions where the individual, or company for which the individual worked, was denied justification or where justification was revoked, or a statement that there are none. The list shall include:

i the name of the bail bond company;

ii. the name of the jurisdiction;

iii. date of revocation or denial; and

iv. basis for revocation or denial.

The declaration should end with a statement under penalty of perjury that the above is true to the best of the declarant’s knowledge.

6. Licensing-Attach a current copy of each agent's bail bond agent license from the Washington State Department of Licensing and a copy of each agent's Washington State Insurance Commissioner license.

7. Power of Attorney – List each corporate surety on whose behalf the bail bond company will post bonds and the maximum dollar amount of any single bond for each corporate surety. For each corporate surety, attach a power of attorney authorizing the bail bond company or the individual agents of the bail bond company to act on behalf of the corporate surety.

8. Washington State Insurance Commissioner Certification – Attach a current Washington State Insurance Commissioner Certification letter, certifying that the bail bond company is a licensed producer for the Surety in the State of Washington, naming each agent as a licensed and affiliated producer, authorizing the bail bond company to conduct insurance business for the Corporate Surety, and authorizing the Corporate Surety to do business in Washington State.

9. Please provide the address, telephone number and facsimile number of petitioner's principal office location.