

JACKSON COUNTY CIRCUIT-PROBATE-FAMILY COURT

312 South Jackson Street
Jackson, Michigan 49201
Phone: (517) 788-4365

Chief Circuit Judge
Susan B. Jordan

Circuit Judges
John G. McBain
Thomas D. Wilson
Diane M. Rappleye
Richard N. LaFlamme

PROCEDURE FOR BONDSMEN APPLICATIONS

As required by MCL 750.167b(4), the Chief Judge of the Circuit Court annually compiles and maintains a list of persons engaged in the business of becoming surety upon bonds for compensation in criminal cases. Approved applications received after the annual compilation will be added to the list quarterly.

Persons desiring to engage in the business of becoming surety upon bonds must apply using one of the two alternatives: Either answering a comprehensive inquiry into the applicant's property, debts, encumbrances, judgments, etc. OR, a less comprehensive procedure whereby the bondsperson is backed by insurance. (See MCLA 765.20.) The Court requires the following information when application is made to be admitted to the list of approved bondsmen for the County of Jackson, Circuit Court:

ONLY JACKSON COUNTY FORMS/APPLICATIONS WILL BE ACCEPTED For the most current forms please visit, www.mijackson.org.

Page 1, the Company Summary Application Page must be submitted by each company. The information on this sheet determines how the firm is listed on the final bondsmen list.

Each company must supply phone number(s), fax number(s), e-mail address and physical address.

Companies applying under the **Property Alternative** must submit the following information:

1. Property Application and affidavit.
2. Limited Power of Attorney signed by the owner or president of the company. *This Limited Power of Attorney must list each agent and the amount of bond he/she is authorized to write and must be notarized.*
3. Agents for property firms must submit a signed and notarized Power of Attorney from the firm.

Companies applying under the **Insurance Alternative** must submit the following information:

1. Company Summary Application Page
2. Affidavit (Form A) and Insurance Application
3. A current copy of the Power of Attorney from insurance company to the applicant.
4. A current copy of applicant's license certification from the Department of Licensing and Regulation
5. A current copy of the insurance company's Certificate of Authority from the State of Michigan.
6. A Power of Attorney authorizing the company's agents to post bonds in the company's name. This should include a statement that their agents have no felony record.

Agents of firms using the insurance alternative must supply the following:

1. Copy of **current** license certification.
2. Copy of issuing States Driver's License
3. Power of attorney from bonding company.
4. Completed Insurance application

Companies submitting multiple names/bond companies will be required to submit supporting documentation that each company follows all the legal formalities of the recognized business organization in Michigan. This may involve a request to show that separate tax forms are being filed for each bond company.

Annual Renewal: *If no information has changed from the current year or if only minor changes are made, the Annual Renewal and Change Form [Form B] may be submitted by each firm, thus negating the need to submit the whole application packet for the coming year.* This form may also be used for making minor changes to the listing, such as adding, deleting agents or changing the authorized amount for an agent. Proper paperwork must also be included for these changes.

An alphabetized bondsmen list will be issued after January 1 of each year. ***PLEASE NOTE:** *Jackson County does not allow symbols as part of the bond company name.* Companies qualifying for the list and having a symbol as part of their name will have the symbol dropped and will be alphabetized consistent with The Gregg Reference Manual.

All information for the bondsmen's list must be delivered to the Court Administration Office by the stated deadline set by said office. Annual and Quarterly update deadlines will be posted on the Jackson County Website www.mijackson.org.

The Court Administration Office circulates the list to all local Courts and the appropriate law enforcement agencies.

All updates take effect immediately.

Susan B. Jordan
Chief Circuit Court Judge

Dated: September 30, 1999
Revised: November 12, 2003
Revised: December 29, 2008
Revised: April 27, 2009
Revised: March 18, 2010
Revised: July 12, 2011
Revised: January 9, 2014
Revised: October 24, 2014
Revised: December 31, 2014
Revised: December 11, 2019

JACKSON COUNTY BONDSMEN PROPERTY APPLICATION

COMPANY SUMMARY

COMPANY NAME: _____

COMPANY ISSUANCE LIMIT: _____

COMPANY ADDRESS: _____

COMPANY PHONE NO.'(S): Direct: _____

Toll Free/800: _____

Fax: _____

COMPANY E-MAIL ADDRESS(S): _____

Do you want your company e-mail address on the list? YES NO

AGENTS' NAME & BOND LIMIT(S):

(Please print clearly and include First, Last & Middle Int.)

	\$250,000	\$500,000	\$1,000,000	OTHER
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
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_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____

PROPERTY APPLICATION: – signed and notarized....

1. Applicant Full Name: _____ Date of Birth: _____

2. Any other name(s) or maiden name used now or previously: _____

3. Michigan Driver's License: _____ Expiration Date: _____

4. Married: Not Married: If married spouses full name: _____

5. Business Address: _____

_____ Telephone No.: _____

6. Residential Address: _____

_____ Telephone No.: _____

7. Addresses where you have resided in the past 5 years: _____

8. Current Employer(s) and previous employers for the last five years, include amount of income for each:

Employer: Current Past _____ Income: \$ _____

Employer: Current Past _____ Income: \$ _____

Employer: Current Past _____ Income: \$ _____

Employer: Current Past _____ Income: \$ _____

9. Street address and property tax bill of any real estate owned by the applicant *in his/her name only*. Attach pages as necessary. _____

10. Description of any mortgage, lien, or encumbrance upon any of the real estate mentioned in item number 9 indicating the amount of the mortgage, lien or encumbrance, and the name(s) of the mortgage or lien holder. Attach pages as necessary. _____

11. Description of any and all stocks and bonds owned by the application *in his/her name only*, and the location thereof.

STOCK BOND Description & Location: _____

STOCK BOND Description & Location: _____

STOCK BOND Description & Location: _____

12. Description of any mortgage, lien or encumbrance upon the stocks, bonds, etc. mentioned in item number 11 and the name(s) of the mortgage or lien holder. _____

13. Are there any *past or pending* civil or criminal cases (non-traffic) against the applicant? YES NO

14. If yes, **CIVIL**: what are the case number, name, jurisdiction and the total amount of damages claimed by the opposite party? PAST PENDING *Please use back of page if more room is needed, if doing so please indicate **past or present**.*

15. Please list any past or pending criminal charges, felony or misdemeanor within the last 10 years.

PAST PENDING *Please use back of page if more room is needed, if doing so please indicate **past or present**.*

16. A statement indicating whether you have ever been subjected to garnishment or seizure, or involved in bankruptcy proceedings. If you have been involved in bankruptcy proceedings, attach a copy of your discharge in bankruptcy and copies of any documents to prove you now have a good business reputation, such as reference letters from current creditors. _____

17. List all savings accounts of the applicant, including the name and address of the bank(s), the account number(s), and the amount on deposit.

Bank Name & Address: _____

Account # _____ Amount on Deposit \$ _____

Account # _____ Amount on Deposit \$ _____

Bank Name & Address: _____

Account # _____ Amount on Deposit \$ _____

Account # _____ Amount on Deposit \$ _____

17. Continued: List all savings accounts of the applicant, including the name and address of the bank(s), the account number(s), and the amount on deposit.

Bank Name & Address: _____

Account # _____ Amount on Deposit \$ _____

Account # _____ Amount on Deposit \$ _____

Bank Name & Address: _____

Account # _____ Amount on Deposit \$ _____

Account # _____ Amount on Deposit \$ _____

18. List all debts/obligations of the applicant, including the name and address of the creditor, the total amount due each creditor; and the amount and schedule of payments due for each creditor.

Creditor Name & Address: _____

Total Amount Due: \$ _____ Payment Schedule: _____ Amount of Payment: \$ _____

Creditor Name & Address: _____

Total Amount Due: \$ _____ Payment Schedule: _____ Amount of Payment: \$ _____

Creditor Name & Address: _____

Total Amount Due: \$ _____ Payment Schedule: _____ Amount of Payment: \$ _____

Creditor Name & Address: _____

Total Amount Due: \$ _____ Payment Schedule: _____ Amount of Payment: \$ _____

19. List all outstanding judgments against this applicant, including the nature and amount.

Judgment & Nature: _____ Amount of Judgment: \$ _____

Judgment & Nature: _____ Amount of Judgment: \$ _____

Judgment & Nature: _____ Amount of Judgment: \$ _____

Judgment & Nature: _____ Amount of Judgment: \$ _____

20. Give the case name and number for any judgments in any court against you or your company, or are there bond forfeitures that have been entered, but have not been paid.

Case Name: _____ Case No.: _____

Case Name: _____ Case No.: _____

Case Name: _____ Case No.: _____

Case Name: _____ Case No.: _____

21. List any partnership to which the applicant is a member (*including a partnership that acts as surety upon bonds in criminal cases*).

22. List any other personal property *in the applicant's name only* that the applicant wishes the Chief Judge to consider in relation to his/her financial status and this application process.

NOTARY – *must be completed and notarized at time application is submitted for review & approval.*

DATE:

SIGNATURE OF APPLICANT:

PRINTED NAME:

Subscribed and sworn to before me, a notary public in and for the County of _____
State of Michigan, this _____ day of _____, 20_____.

NOTARY PUBLIC:

MY COMMISSION EXPIRES: _____

PROPERTY AFFIDAVIT
(to be signed by each applicant and notary)

APPLICANT'S NAME: _____

COMPANY NAME: _____

COMPANY ADDRESS: _____

COMPANY PHONE #: _____

- A. I will not sell, assign away, mortgage, nor encumber any of the assets listed in this affidavit without first notifying the Chief Judge by certified mail.
- B. I will at no time become obligated upon bonds in a dollar amount in excess of the amount established by the Chief Judge. **This shall include and apply to bonds written in Jackson County as well as elsewhere.**
- C. I authorize any bank, stock brokerage firm, or credit exchange to freely and fully disclose to the Chief Judge or the Chief Judge's agent any information possessed by such parties pertaining to the applicant and his/her assets and liabilities.
- D. I shall promptly notify the Chief Judge by certified mail of any change in my residence or business addresses.
- E. I understand that a current affidavit containing the above information must be filed with the Circuit Court Administration Office on or before December 30, of the current year by persons wishing to remain on the list of approved bondsmen.
- F. I understand that agents of an approved bondsman are authorized to sign recognizance under a power of attorney when said document includes the provision that power of attorney is authorized to write bonds for a sum not to exceed \$_____. Until the bondsman delivers t the Chief Judge a new qualifying power establishing a higher limit.

DATE:

SIGNATURE OF APPLICANT:

PRINTED NAME:

Subscribed and sworn to before me, a notary public in and for the County of _____

State of Michigan, this _____ day of _____, 20_____.

NOTARY PUBLIC:

MY COMMISSION EXPIRES: _____

ANNUAL PROPERTY RENEWAL OR CHANGE OF STATUS FORM

(to be signed by applicant and notary)

This form may be used by applicants who are making no changes or only minor changes to their application. If major changes are required, it will be necessary to submit a new application form.

APPLICANT'S NAME: _____

COMPANY NAME: _____

COMPANY ADDRESS: _____

COMPANY PHONE #: _____

NAME OF AGENT(S) & AUTHORIZED AMOUNT TO WRITE

	\$50,000	\$100,000	\$200,000	OTHER
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ _____

The previous statement submitted in _____ is still correct and no changes have been made.

The changes listed above or on the attached sheet have been made to my _____ application.

DATE: _____

SIGNATURE OF APPLICANT: _____

PRINTED NAME: _____

Subscribed and sworn to before me, a notary public in and for the County of _____
State of Michigan, this _____ day of _____, 20_____.

NOTARY PUBLIC: _____

MY COMMISSION EXPIRES: _____