

**Alachua County Clerk of Court  
BAIL BOND AGENT REGISTRATION FORM**

The undersigned hereby applies for registration as a bail bond agent to write bonds in Alachua County and agrees to submit a registration form to both the Alachua County Clerk of Court and the Alachua County Sheriff. This registration also includes

- A certified copy of each surety's power of attorney, attached to this application
- A copy of my state license, attached to this application

I understand any registration form with missing information will not be processed and a new registration form with certified copies will be required, before I can be registered in Alachua County.

Registration Period:	April 1, 2025 – March 31, 2027		License No.:				
Name*			County of Residence				
Surety Company 1*							
Surety Company 2*							
Agent's Address*		City		St	FL	Zip	
Email for Notices*	for clerk/court notices						
Phone/Fax*	phone		fax				
Agency 1 Name							
Agency 2 Name							

\*Required information

Agent agrees:

- To print or stamp agent's license number and name below or next to agent's signature when writing a bond, so the Clerk can identify the agent who wrote the bond.
- To **accept all court notices at the e-mail** address on this registration form or at the email address on the bond if any, but only to a single address, or if none, to the email address the agent has on file with the state's licensing department.
- To accept notice for any **transfer bond** executed by the agent, and to forward such notices to a transfer agent, as applicable.
- To the setting aside of a forfeiture where the capias has been quashed by court order, returning all parties to pre-forfeiture status.
- To give written notice to the clerk within 10 working days of any address, telephone number, or email address change. FS 648.421.
- To abide by local Administrative Orders.

Date: \_\_\_\_\_

\_\_\_\_\_  
Agent's Signature

Send registration, copy of license, and certified copy of power of attorney to [bailbond@alachuaclerk.org](mailto:bailbond@alachuaclerk.org)

**Office Use Only**-License Verification

Agent Licensed

Yes

No

Date verified: \_\_\_\_\_ Clerk \_\_\_\_\_

Comments: \_\_\_\_\_