



CLERK OF THE CIRCUIT COURT

Alachua County Courthouse
Post Office Box 600 • Gainesville, Florida 32602
Telephone (352) 374-3636 • Fax (352) 338-3201

J.K. "Buddy" Irby, Clerk

To: Bail Bond Agents Registered in Alachua County

From: J. K. "Buddy" Irby

Re: Bail Bond Agent Registration for 2009-2011 Registration Period

Date: January 28, 2009

REGISTRATION NOTICE

Florida Statutes require each bail bond agent to register with both the Alachua County Sheriff's and the Alachua County Clerk's offices before the agent can issue a bond in Alachua County. § 648.42, Fla. Stat. Agents must be registered by April 1st of each odd-numbered year.

The Sheriff's and Clerk's Offices are now accepting bail bond agent registrations for the 2009-2011 registration period. Registration consists of filing (1) a completed registration form, copy attached; (2) a certified copy of a power of attorney from each insurer the agent represents; and (3) proof that the agent is currently licensed. Agents may file their registration papers for the Clerk's office at the Alachua County Criminal Justice Center and for the Sheriff's office at the Department of the Jail in the main lobby (the bond room).

The "certification" on the power can be by the insurer. If the agent cannot provide a certification by the insurer, the agent can record the original power and purchase certified copies from official records for filing with the Clerk's and Sheriff's offices.

Once an agent is registered with both the Sheriff's office and the Clerk's office, the Sheriff will accept bonds written by the agent for the new registration period.

When writing a bond, the Sheriff's office requires each agent to add his or her license number on the bond or print the agent's name below or next to the signature so that the Clerk can identify the agent who wrote the bond. Using a stamp with the agent's name and license number will meet this requirement.