

COMMONWEALTH OF VIRGINIA Department of Criminal Justice Services

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Bail Bondsman - APPLICATION CHECKLIST

<u> </u>		oust also maintain a Firearms Endorsement and complete d forms, please access the Bail Bondsman Firearms
	 Proof of being licensed as a Property & Casualty / State Corporation Commission, Bureau of Insuran Copies of each Qualifying Power of Attorney that 	will be used to provide surety if available. Each must the surety agent and the registered agent. If unable to
	□ For Agent Bail Bondsmen, you <u>must</u> include: □ <u>Special Power of Attorney Appointing Agent</u> form	
	☐ For Property Bail Bondsmen, you must include: ☐ If using Real Estate for collateral:	

- Copies of lien/obligation documents
 - Appraisal or Tax Assessment

 If submitting an appraisal:

Title Certificate Report (one for each property)

Complete copy of appraisal

Title search supporting documentation

- Third Party Beneficiary Form
- If submitting a Tax Assessment submit a true copy of the current tax assessment
- Deed of Trust
 - If you are <u>not the sole owner</u> of the property, you must submit a <u>Special Power of Attorney</u> form.
- o If you are not the sole owner of the property you are using:
 - If owned by an LLC or Corporation:
 - List of all managing members
 - Copy of operating agreement
 - If owner by a Partnership:
 - Copy of operating agreement
 - If owned by a Family Trust:
 - Must include all managing members/trustees and their signatures
 - Complete copy of the Trust
- ☐ If using Cash or Certificates of Deposit:
 - Copy of Financial Statement/Certificate of Deposit
 - o Control Agreement
 - o If you are not the sole owner of the account, you must submit a Special Power of Attorney form.

05/2018 Page 1 of 1