



Guidelines and Rules for Co-Signers

You share in the responsibility to ensure that after being released from jail, **the Defendant(s) will come into the office within 12 HOURS from being released from jail to complete all paperwork- NO EXEPTIONS!!!** You share in the responsibility to ensure that the Defendant obtains court setting date(s) and that this information is reported to the bonding office.

You share in the responsibility that the defendant must come in EVERY WEEK to sign the check-in sheet. **WEDNESDAYS & THURSDAYS ARE THE ONLY CHECK-IN DAYS - NO EXCEPTIONS!!!!** Ask agent for your correct check-in day.

You share in the responsibility to ensure that the Defendant comes to the office IN PERSON after each court appearance. **(Defendant's bond may be surrendered if they fail to check-in)**. All refund requests must be handled Monday thru Friday between the hours of 8:30 am and 5:00 pm. Your original receipt and bond(s) are required for refund transactions. All refunds are mailed from our corporate office.

YOU SHARE THE RESPOSIBILITY TO ENSURE THAT ALL INFORMATION GIVEN TO THE BONDING COMPANY REMAINS CURRENT AND CORRECT AT ALL TIMES. ANY CHANGES MUST BE REPORTED IN WRITING, WITHIN 48 HOURS, OR DEFENDANT MAY BE SURRENDERED.

I hereby acknowledge that I have read and understand all Southern Bail Bonds GUIDELINES AND RULES.

Co-Signer

Date

Southern Bail Bonds Staff

Date