



Bail Bond Checklist* for Prospective Sureties

The following documents must be presented to the Clerk's Office in compliance with bail bond posting requirements in a criminal case before this Court:

Payments

- a. Cash payment by certified check or money order issued within the last 5 days payable to "Clerk, U.S. District Court."
- b. Current identification with photograph.

Real Property as Collateral

- c. Certified copy of the Deed of Sale.
- d. Certified mortgage balance, if applicable, issued by lender.
- e. Certificate of property taxes from the appropriate agency, that is, the P.R. Treasury Department and/or the "Centro de Recaudación de Impuestos Municipales (CRIM)," issued no more than 15 days prior to submission as surety.
- f. Recent Property Registry certificate, issued by an authorized municipal officer and/or the Puerto Rico Property Registry. You must provide the Property Registrar the letter issued by the Clerk's Office which explains what information is required.
- g. An Appraisal Report, prepared and certified by a licensed appraiser, bearing his or her original seal and signature, issued no more than 3 months prior to the date of submission.
- h. Certified copy of the Declaration of Heirs.
- i. The original of any bearer note encumbering a property.

Corporate Sureties

- j. Corporate Sureties: Original or certified copy of Corporate Resolution authorizing surety.

* This text is not intended to create or confer any rights, privileges or benefits to prospective or actual parties. It is also not intended to have the force of law. Its sole intention is to serve as a general guide to litigants.