

IN THE DISTRICT/SUPERIOR COURT FOR THE STATE OF ALASKA AT _____

☐ STATE OF ALASKA ☐ _____ CASE NO. _____ CR

VS. _____ DOB: _____

AP SIN: _____ ATN: _____ DL/ID: _____ ST: _____ Comm. Lic. ☐

CASH BOND AGREEMENT (Third Person)

Instructions: Use this form if you are a third person posting Defendant's bond for them.

Before an outstanding warrant can be quashed, Defendant must appear in person at the clerk's office to receive notice of their next court date and conditions of release and to verify current contact information (use form [CR-201](#)). **Until Defendant appears to fulfill these requirements, Defendant may be arrested on the warrant even if the full bond amount is paid.** It is Defendant's responsibility to complete the necessary steps to quash the warrant.

If you are posting your own bond, use form [CR-230A](#) instead. To request private or corporate surety instead of cash, use form [CR-240](#). A cash bond is a payment to the court to make sure that Defendant attends all future court hearings and performs other conditions of the bond.

I am posting cash as security for the bonds of Defendant above in the amount of:

☐ Appearance or Bail Bond of \$_____

☐ unsecured ☐ 10% cash ☐ 100% cash ☐ _____ % cash

☐ Performance Bond of \$ _____ ☐ 100% cash ☐ _____

I understand and agree that:

1. The bonds continue until the court cancels them.
2. **If Defendant follows** the conditions of the bonds, the bonds will be canceled. If the bonds are canceled, the cash I deposited ☐ may be used ☐ may not be used by the court to pay any fine, judgment, or costs imposed on Defendant, if they are convicted in this case.
3. **If Defendant fails to follow** the conditions of the bonds, the amount I deposited will be forfeited to the State of Alaska. The court will send me notice of forfeiture to the mailing or email address I give below.
4. It is my responsibility to notify the court if my email, phone number, or mailing address changes. *[Use form TF-955, available at ak-courts.info/tf955.]*

Signature, printed or typed name, date of birth, and full address are **REQUIRED**.

Signature: _____ **Today's Date:** _____

Full Name: _____ **Date of Birth:** _____

Mailing Address: _____
 Street City State ZIP

Email Address*: _____ Phone: _____

*By providing an email address, you agree that the court can email court documents to you at this address.

To Be Filled Out by Court or Jail Staff

[Do not schedule until Defendant has appeared to receive this information and/or verify contact information.]

NEXT COURT APPEARANCE. Defendant **must appear in court** for a hearing on:

Date: _____ Time: _____ Location: _____

IRS Requirement

The clerk or jail officer accepting bail must complete form CR-231 if the amount posted is more than \$10,000 in cash **and** Defendant is charged with one of the offenses listed on that form. Cash means any combination of cash, cashier's checks, bank drafts, traveler's checks, or money orders. The Court System is required to submit this information to the Internal Revenue Service.

Is form CR-231 required in this case? ☐ Yes ☐ No Clerk/Jail Officer: _____
Court Receipt # _____ Amount \$ _____
Date Received _____ Received By _____

Bond Posted at Jail or Correctional Facility

Jail or correctional facility staff must:

- (1) Give a copy to the court.
- (2) Give a copy to Defendant prior to release.
- (3) Give a copy to the bail poster.
- (4) Give a copy to Pretrial Enforcement Division (PED).

I certify that this document was distributed in accordance with the above instructions.

Initials by Corrections Officer: _____

Instructions to Clerk

If **both** appearance and performance bonds are checked and posted, add separate bond records for each in CourtView.

This form may not be used by a third person to quash a warrant for an out-of-custody Defendant, unless Defendant also comes to the court in person to receive notice of the conditions of release and next court date, and to verify their contact information.

A third person may post the bond first, but the warrant will not be quashed until the court clerk is able to distribute this additional paperwork to Defendant directly.

If bond has already been posted by a third person and Defendant later appears at the clerk's office, do the following:

- (1) Verify Defendant's ID and the accuracy of existing contact information. If needed, have Defendant fill out form [CR-201](#) to provide additional or new contact information.
- (2) If needed, schedule a new court date and distribute notice of the new date to all parties, including Defendant.
- (3) In OnBase:
 - (a) Print a copy of this form and the warrant (if quashing a warrant) for Defendant.
 - (b) Record your hand-delivery redistribution of all paperwork given to Defendant.

Instructions for Bond Posted at Court

- (1) Import this form to the electronic case file.
- (2) Give a copy of this form to the bail poster.
- (3) For in-custody Defendant, distribute this form to the facility where Defendant is being held.
- (4) For out-of-custody Defendant, email this form to Defendant's attorney or to Defendant (if self-represented). If Defendant has not provided an email address, use regular mail.
- (5) Distribute this form to Pretrial Enforcement Division (PED).

I certify that this document was distributed in accordance with the above instructions.

Initials by Court Clerk: _____