

**Bail Bond Agency/
Bail Bond Agency Branch Office
License Application**

1. Complete the application for bail bond agency or bail bond agency branch office.
2. Attach a \$10,000 surety bond, obtained from the bonding/insurance company of your choice, in favor of the state of Washington. Please note the surety bond must be in effect and in full force at all times.
3. In-state corporation/partnership: Attach a copy of the articles of incorporation, a list of officers and directors and their addresses, or the partnership agreement, including names and addresses. Each partner must make application and meet qualifications.

Out-of-state corporation/partnership: Attach the certificate of authority to conduct business in the state of Washington, a list of officers and directors and their addresses, and evidence of current registration with the Washington Secretary of State. Each partner must make application and meet qualifications.

4. Include the appropriate licensing fee made payable to the Washington State Treasurer.
5. Return the completed application, supporting documents, and licensing fee to:

Bail Bond Program
Department of Licensing
PO Box 9048
Olympia, WA 98507-9048

If you have questions, please call us at (360) 664-6624.



Bail Bond Agency/ Bail Bond Agency Branch Office License Application

Send this completed form with a check or money order, payable to the Washington State Treasurer, to:

Bail Bond Program
Department of Licensing
PO Box 9048
Olympia, WA 98507-9048

For validation only

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|--|--|

001-000-299-0018 AGENCY 001-000-299-0019 BRANCH

This is an application for:

- Bail bond agency – **\$1,200**
- Branch office – **\$1,200**
- Change of qualified agent – **\$250**
- Renewal – **\$1,150**
- Late renewal – **\$1,200**

Company information

| | | |
|---|--|------------------------|
| TYPE OR PRINT Company name | (Area code) Telephone number | (Area code) Fax number |
| Washington State business address (<i>Number, street, and suite or room number</i>) | | |
| City | State WA | ZIP code |
| Business mailing address (<i>if different</i>) | | |
| City | State | ZIP code |
| Type of business (<i>check one</i>) <input type="checkbox"/> Sole owner <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Foreign corp. | Number of partners (<i>if partnership</i>) | UBI number |

If you have an insurance surety license, complete this section

| | | |
|--------------------|-------|----------|
| Surety name | | |
| Address | | |
| City | State | ZIP code |
| Attorney-In-Fact | | |
| Build-up fund name | | |

If you are a property agency, complete this section

| |
|---|
| Name of the court(s) that have given approval |
|---|

Qualified agent information (Applicant)

| | | | |
|--|---|--|---|
| Principal name (<i>Last, First, Middle initial</i>) | | Maiden name or aliases | |
| Home address (<i>Number, street, apartment number</i>) | | | |
| City | State | ZIP code | County |
| Date of birth | Gender <input type="checkbox"/> Male <input type="checkbox"/> Female | Social Security number <small>Used for child support enforcement. Kept on file. RCW 26.23.150</small> | Citizenship status <input type="checkbox"/> US citizen <input type="checkbox"/> Resident alien |

Applicant personal data

1. If you have ever been convicted of a crime, including juvenile convictions, you must provide complete information about your conviction(s) and include copies of your court records. A determination of your eligibility cannot be made until all documentation is received and a complete criminal history record check has been completed.
- Do not include traffic violations for driving under the influence, driving while suspended, or reckless driving.
 - If you are not sure of your record, please do the research before you apply.

| What were you convicted of? | Date | Name of court | City and state | Misdemeanor, gross misdemeanor, or felony? |
|-----------------------------|------|---------------|----------------|--|
| 1. | | | | |
| 2. | | | | |
| 3. | | | | |

For additional convictions, attach pages.

2. Is there a criminal complaint, accusation, or information presently pending against you or are you currently under indictment in this state, any other state, by the federal government, or any other jurisdiction? Yes No
3. Has any professional or occupational license, certification, or permit held by you been fined, suspended, revoked, refused or denied in this state, any other state, by the federal government or any other jurisdiction? Yes No

Qualification criteria

To qualify for a license, you must do one of the following: *(check one)*

- Attach proof of three years (6,000 hours) of experience in Washington State as a manager, supervisor, or administrator in the bail bond business and proof of twelve hours of training as described in WAC 308-19-300.
- Request to take the written state exam by selecting a location from the list below.

Exam scheduling

Exams are given at driver licensing offices across the state. Select the location where you would like to take your exam, putting a "1" for your first choice and a "2" for your second choice. A licensing representative will contact you for scheduling.

- | | | | |
|--------------------------------------|---------------------------------------|--|---|
| <input type="checkbox"/> Auburn | <input type="checkbox"/> Kennewick | <input type="checkbox"/> Port Townsend | <input type="checkbox"/> Tacoma (South) |
| <input type="checkbox"/> Bellevue | <input type="checkbox"/> Kent | <input type="checkbox"/> Puyallup | <input type="checkbox"/> Tacoma (West) |
| <input type="checkbox"/> Bellingham | <input type="checkbox"/> Kirkland | <input type="checkbox"/> Renton | <input type="checkbox"/> Union Gap |
| <input type="checkbox"/> Bothell | <input type="checkbox"/> Lynnwood | <input type="checkbox"/> Seattle (downtown) | <input type="checkbox"/> Vancouver |
| <input type="checkbox"/> Bremerton | <input type="checkbox"/> Olympia | <input type="checkbox"/> Seattle (Greenwood) | <input type="checkbox"/> Walla Walla |
| <input type="checkbox"/> Clarkston | <input type="checkbox"/> Omak | <input type="checkbox"/> Smokey Point | <input type="checkbox"/> Wenatchee |
| <input type="checkbox"/> Everett | <input type="checkbox"/> Parkland | <input type="checkbox"/> Spokane (East) | |
| <input type="checkbox"/> Federal Way | <input type="checkbox"/> Port Angeles | <input type="checkbox"/> Sunnyside | |

Applicant certification

Providing false information in this application may be cause for the denial, suspension, or revocation of your bail bond agent license in the state of Washington.

I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.

_____ **X** _____
 Date and place Applicant signature

Once filed, this application is a public record and is subject to public disclosure. RCW 42.56