

NOTICE

TO: Defendants and Persons Acting As Sureties

FROM: Mary C. Loewenguth, Clerk of Court

SUBJECT: Bail Bond Requirements in Criminal Matters - UPDATE

The following information regarding criminal bail bond requirements is provided for your convenience:

- 1.) If the judicial officer orders “cash” bail, this term includes certified checks, cashier’s checks or money orders;
- 2.) If cash bail (bond) is ordered, **please do not attempt to deposit cash money**. In lieu of cash, and to promote proper security measures, please obtain a cashier’s check or other bank check made payable to “Clerk, U.S. District Court”. **Cash is no longer accepted**;
- 3.) We **cannot**, under any circumstances, accept a third party check (one which would need to be endorsed over to us) or any check made payable to any other person or agency of the federal government;
- 4.) If a property bond has been allowed, please contact the presiding judge’s courtroom deputy for requirements which may vary on an individual case basis;
- 5.) **All parties**, including the defendant, any sureties, the approving officer, and the deputy clerk **must** sign the original bond; and
- 6.) All bonding procedures must be completed early enough in the day for the U.S. Marshal to ensure the presence and release of the defendant prior to 4:30 pm.

Questions concerning bonding procedures should be directed to the Financial Unit of the Clerk’s Office at (716) 551-1730.