



**ERIE COUNTY CLERK OF RECORDS
CLERK OF COURTS, CRIMINAL DIVISION**

Aubrea Hagerty-Haynes,
Clerk of Records

*******BOND INFORMATION*******

There is a **NON-REFUNDABLE** \$16.50 filing fee on all bonds.

This office is able to process bonds by accepting Cash, Realty, and by a licensed Bondsman.

SURETY – Someone other than the defendant that insures the appearance of the defendant at all court dates.

If the defendant misses court and the bond is forfeited, the **SURETY IS LIABLE FOR THE FULL AMOUNT.**

*******RETURN OF BOND MONEY*******

The surety needs to contact this office when there is a **FINAL DISPOSITION**: (*DISMISSED – SENTENCED – FOUND NOT GUILTY*). Once verified, the surety will get the bond refund by check through the mail.

THE OFFICE HAS 20 DAYS TO RETURN BOND MONEY TO THE SURETY AFTER NOTIFICATION AND VERIFICATION HAS BEEN MADE.

*******TO WITHDRAW AS A SURETY ON ANY BOND*******

Should the surety want to withdraw from a bond, they must return to this office and request an Application for Bail Piece:

- The Application for Bail Piece must be filled out and presented to the Motion Court Judge: Monday-Thursday at 9:00 AM.
- Once approved, return to the Clerk of Courts and a Bail Piece will be issued for a \$5.00 non-refundable filing fee.
- The Bail Piece serves as a Warrant and the surety is responsible for hiring someone to put the defendant back in Jail.
- Once the Bail Piece is Served, the defendant is in Jail, the Bail Piece is stamped by the Jail and returned to the Clerk of Courts, the money can then be returned to the Surety if applicable.
- After notice and verification, the office has 20 days to return the bond money via mail to the Surety.
- Please contact the Clerk of Courts Office with any questions 814-451-6221.

IF YOU HAVE ANY QUESTIONS ABOUT THIS INFORMATION, PLEASE ASK BEFORE YOU SIGN.

I have read and understand the above. **Name:** _____

Address: _____

Phone No. _____ **Cell Phone No.** _____

Employer: _____

Employer Phone No. _____