

Launching a Bail Agency: The Visual Checklist

7 phases and 38 tasks between deciding to open and writing your first bond.

1

Research and planning

☐

Confirm commercial bail is legal in your state and in the counties you plan to serve

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Identify every licensing authority: insurance department, bail board, court or sheriff

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Read your state's bail statutes and regulations, including premium rate rules

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Study local jails: booking times, posting procedures, court calendars

+ 2 more in the full checklist

2

Personal licensing

☐

Meet age, residency and background requirements

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Complete required pre-licensing education and any arrest-powers course

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Pass the state licensing exam

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Submit fingerprints and the license application

+ 1 more in the full checklist

3

Agency and business setup

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Form a business entity and obtain an EIN

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Obtain any separate agency, permittee or company license your state requires

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File a fictitious business name if using a trade name

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Get city and county business licenses

+ 2 more in the full checklist

4

Surety relationship

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Compare sureties: limits, build-up fund (BUF) terms, rates and support

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Review the general agent or surety contract with an attorney

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File the surety appointment with your regulator

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Set up power of attorney ordering, tracking and voiding procedures

+ 1 more in the full checklist

5

Office, forms and systems

☐

Choose an office location that meets any state signage or display rules

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Set up 24/7 phone coverage

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Obtain approved forms: application, indemnity agreement, premium and collateral receipts

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Post or file the approved rate schedule

+ 2 more in the full checklist

6

Operations and risk

☐

Write underwriting guidelines for defendants and indemnitors

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Create a check-in and court-reminder process

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Set a forfeiture response plan with deadlines for each county

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Line up licensed recovery help where your state allows it

+ 1 more in the full checklist

7

Marketing and launch

☐

Check state advertising rules (license numbers, solicitation limits)

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Build a website and claim business listings

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Introduce yourself to jail staff, court clerks and defense attorneys where appropriate

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Join your state bail association

+ 1 more in the full checklist

GET THE FULL LIST

All 38 tasks, printable

Download the PDF checklist

Read the full startup guide

General planning aid drawn from our startup checklist. Licensing authorities, capital or deposit requirements, forms and advertising rules differ by state, and some states do not permit commercial bail. Confirm each step with your state regulator and review contracts with an attorney before you sign.

Sources: Cal. Ins. Code § 1800; California Department of Insurance; NAIC state insurance department directory.

Source: BailBondsMagazine.com · bailbondsmagazine.com/infographics/agency-launch-steps