



Tucson City Court Administrative Order

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APPEARANCE BONDS IN ADJUDICATED CASES	PAGE ISSUE DATE September 4, 2002 REVISED DATE January 14, 2013	

I. PURPOSE

The purpose of this policy is to provide for timely disposition of posted appearance bonds in adjudicated cases in which a Judge has failed to order disposition of the appearance bond.

II. POLICY

In all adjudicated cases where appearance bonds were posted and the Judge failed to order disposition of the bond, staff shall take action as indicated in the implementing instructions.

III. IMPLEMENTING INSTRUCTIONS

- A. In cases where a third party has posted a cash bond, the staff shall refund the bond to the bond poster unless an assignment of the bond, signed by the third party, assigning all or part of the bond to pay any fine owed by the defendant is in the file. If there is an assignment of bond in the file, any excess between the bond amount and the fine shall be refunded to the third party.
- B. In cases where the defendant has posted a cash bond, the staff shall refund the bond to the defendant unless a fine was imposed and the defendant was ordered to pay the fine on the day the case was adjudicated and the defendant failed to pay the fine as ordered. In such cases, staff shall direct the file to the sentencing Judge who may set an Order to Show Cause why the bond should not be converted to pay the fine or may order the bond to be refunded.
- C. In cases where a surety bond has been posted, the bond shall be exonerated.



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REVIEW RESPONSIBILITY: The Presiding Magistrate or designee will review this Court Administrative Order for revision or deletion every two years or as needed.



PRESIDING MAGISTRATE

1/29/13

DATE