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# The Bail Bond Process Checklist

**AC BAIL BONDS | SERVING MECKLENBURG, CABARRUS, UNION & GASTON COUNTIES**

Use this checklist to guide you step-by-step through the bail bond process when a loved one has been arrested.

## Step 1: Gather Information

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- ☐ Full legal name of the person arrested
- ☐ Date of birth
- ☐ Which county/jail they are being held in
- ☐ Booking number (if available)
- ☐ Charges they are facing (if known)
- ☐ Bail amount set by the court (if already determined)

## Step 2: Contact a Licensed Bail Bond Agent

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- ☐ Call AC Bail Bonds at (704) 589-6708 — available 24/7
- ☐ Confirm the agent is licensed in North Carolina
- ☐ Ask about the premium (typically a percentage of the total bail)
- ☐ Ask what payment plans or options are available

## Step 3: Complete the Paperwork

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- ☐ Provide indemnitor (co-signer) information
- ☐ Review and sign the bail bond agreement
- ☐ Provide any required collateral (if applicable)
- ☐ Confirm payment of the bond premium

## Step 4: The Release Process

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- ☐ Bond is posted with the county detention center
- ☐ Jail processes the paperwork (timing varies by county and how busy the facility is)
- ☐ Defendant is released from custody

## Step 5: After Release — What to Know

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- ☐ Confirm the defendant's next court date
- ☐ Make sure the defendant understands all conditions of release
- ☐ Keep contact information updated with your bail agent
- ☐ Understand the indemnitor's responsibility if the defendant misses court

## Step 6: Staying in Compliance

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- ☐ Attend all scheduled court dates
- ☐ Notify your bail agent of any address or contact changes
- ☐ Avoid any new legal trouble while out on bond
- ☐ Reach out to AC Bail Bonds with any questions along the way

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*This checklist is for general informational purposes and does not constitute legal advice. For legal representation, please consult a licensed attorney.*