

## **Reporting Instructions for the Hood County Bond Supervision Program**

- You must report on the 1<sup>st</sup> & 3<sup>rd</sup> Monday of each month unless otherwise indicated on the schedule provided
- You must report by 8:30am (doors open at 7am for early reporting)
- Pay all fees associated with testing, \$15 for in house test & \$20 for lab fees **NO PERSONAL CHECKS**
- Employ a licensed attorney within 10 days of bonding out of jail (does not apply to misdemeanors)
- Notify the Bond Supervision Officer of any changes to address, phone number, employment, or vehicle within 48 hours from the date of occurrence.
- In case of any emergency situation that will cause you to be later than 8:30am; you are required to call the numbers provided at the bottom of this instruction sheet and provide any documentation deemed necessary by the Program Administrator
- If you are required to have a camera equipped Ignition Interlock installed on your vehicle, you will have 30 days from the date of bond for said installation. You will also be responsible for a \$10 monitor fee on the 1<sup>st</sup> u/a date of each month, payable to the Hood County CSCD. **Interlock reports from the chosen vendor should be sent to the attention of Officer Garrett via email or fax.**

**Shana Garrett**  
**817-579-1120 ext 5409**  
**sgarrett@hoodcscd.com**  
**fax: 817.573.8427**

or

**Chris King**  
**817-579-1120 ext 5417**

ACES  
BOB SMITH  
CIRCLE B  
ATTORNEY & PR BONDS

**JANUARY**

4th  
19th (Tues.)

**FEBRUARY**

1st  
16th (Tues.)

**MARCH**

1st  
15th

**APRIL**

5th  
19th

**MAY**

3RD  
17th

**JUNE**

7th  
21st

**JULY**

6th (Tues.)  
19th

**AUGUST**

2nd  
16th

**SEPTEMBER**

7th (Tues.)  
20th

**OCTOBER**

4th  
18th

**NOVEMBER**

1st  
15th

**DECEMBER**

6th  
20th

You must be here by 8:30 am, the doors open @ 7 am

**ACTION  
EZ-OUT  
ANY OTHER BAIL BOND NOT LISTED**

**JANUARY**

5th  
20th (Wed.)

**FEBRUARY**

2nd  
17th (Wed)

**MARCH**

2nd  
16th

**APRIL**

6th  
20th

**MAY**

4th  
18th

**JUNE**

8th  
22nd

**JULY**

7th (Wed.)  
20th

**AUGUST**

3RD  
17th

**SEPTEMBER**

8 th (Wed.)  
21st

**OCTOBER**

5th  
19th

**NOVEMBER**

2nd  
16th

**DECEMBER**

7th  
21st

**You must be here by 8:30 am, the doors open @ 7 am**