



STATE OF WASHINGTON  
DEPARTMENT OF LICENSING  
PO Box 9649 • Olympia, WA 98507-1098

February 17, 2013

**TO:** Office of the Administrator for the Courts  
**FROM:** Mary Haglund, Assistant Administrator, Public Protection Services Section  
**RE:** Complaints Against Bail Bond Agents for Failure to Pay Forfeitures

The following information provides instructions on how to file a complaint with the Department of Licensing (DOL) when a bail bond agency fails to pay a judgment on bail bond forfeitures.

**What documentation is needed to establish a violation of having outstanding judgments for forfeitures?**

The court requesting DOL to take action against a bail bond agency should submit:

- Proof that the bail bond agency was given notification within 30 days of a defendant's failure to appear.
- A copy of the judgment for the bail bond agency to pay the forfeiture within 60 days.
- A written complaint from the court stating the bail bond agency did not satisfy the judgment on the bail bond forfeiture(s) within the allowed 60 days.

**What are the possible penalties for failure to pay the court forfeited bail bonds?**

The DOL is authorized to take disciplinary actions against a bail bond agent and agency for failure to pay the court on forfeitures including, a suspension or revocation of the licenses or impose fines.

**Where to file a complaint:**

Courts wishing to make a complaint should mail the complaint to: Department of Licensing, Bail Bond Agents, PO Box 9649, Olympia, WA 98507, or email to [Security@dol.wa.gov](mailto:Security@dol.wa.gov). If you have any questions us at call (360)664-6611, or FAX to (360)570-7888.

**RCW 18.185**  
**RCW 18.235**  
**WAC 308-19-440(3)**

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