

**MOTION TO
RELEASE/
EXONERATE
BOND**

PROCEDURE FOR RETURN AND RELEASE OF BOND MONIES

Criminal Cases

For a criminal case, the original or a certified copy of an Order of Exoneration issued on behalf of the person who was the subject of the complaint must be presented to the Clerk of the Superior Court. The Order of Exoneration must include a Judge's actual signature and not a facsimile stamp.

Sample language would be as follows:

"It is ordered exonerating the bond in the above-entitled case as to this defendant only. Said bond is to be released to either the party posting the bond."

Non Criminal Cases

For a non-criminal case, the original signed order or a certified signed copy of the order must be presented to the Clerk of the Superior Court. A facsimile of a Judge's signature is not acceptable.

The order releasing bond money must be specific on the following points:

1. The exact amount of money to be released, not the verbiage "all money." *Note: If the bond was held in an interest bearing account, the order must state the original bond amount plus the verbiage "all accrued interest".*
2. The name of the person(s) to whom the money is to be released.
3. An address the check can be mailed to.

Sample language would be:

It is ordered to be released to the law firm of John Doe, the sum of \$10,234.00 and mailed to 1234 My Street, My Town, AZ 85003.

Release Information

Court orders to release bond monies received before 5:00 PM will be processed the next business day and mailed to the address provided in the court order. Bond money will be released only in the form of a Clerk of the Superior Court check.

All court orders for release of funds held by the Clerk of Superior Court should be presented to the Criminal Filing Counter, located at 800 W. Main St., Safford, AZ 85546

Any questions regarding this process should be directed to the Clerk of Superior Court bond office at (928) 428-3100.

Name : _____
Mailing Address: _____
City, State and Zip Code: _____
Telephone Number: _____
Attorney Bar Number: (if applicable) _____
Representing Self or Attorney for _____

**SUPERIOR COURT OF ARIZONA
GRAHAM COUNTY**

Name of Plaintiff(s)

Case Number: _____

**MOTION TO RELEASE/
EXONERATE BOND**

VS.

Name of Defendant(s)

INFORMATION ABOUT BOND

Name of Person entitled to have bond exonerated/released:

Amount of Bond\$ _____

Date Bond was Posted _____

REASONS BOND SHOULD BE EXONERATED/RELEASED.

More than 5 years. The bond in this case was posted with the Court more than five (5) years ago.

Notice from the Clerk's Office. I received a letter from the Clerk's Office indicating that more than five years had passed and that the Clerk's Office would be required to send the money to the State of Arizona if the owner of the property did not claim the property. (See attached letter from Clerk's office.)

Defendant is In Custody. The above defendant was taken into custody on _____ pending new charges along with a new bond amount.

Other: _____

WHAT I WANT THE COURT TO DO:

Enter an Order requiring the Clerk of the Court to exonerate/release the bond to me.

Date: _____

Signature: _____

Under penalty of perjury, I state that the above information is true and correct.

Signature of Person requesting bond to be released/exonerated

Name: _____
Address: _____
City, State and Zip Code: _____
Telephone Number: _____
Attorney Bar Number: (if applicable) _____
Representing ? Self or ? Attorney for _____

**SUPERIOR COURT OF ARIZONA
GRAHAM COUNTY**

Name of Plaintiff(s)

Case Number: _____

**ORDER TO RELEASE/
EXONERATE BOND**

v.

Name of Defendant(s)

IT IS ORDERED:

Based on the Motion and good cause appearing, it is ordered that the cash bond(s) previously posted in the total amount of \$_____ is/are exonerated/released and the Clerk of the Superior Court is directed to send the following individual a warrant/check for that amount.

INFORMATION ABOUT PERSON TO RECEIVE WARRANT/CHECK:

Name of Person to receive warrant/check: _____

Address: _____

City, State, Zip Code: _____

Date: _____

Judge/Commissioner of the Superior Court