

## BONDSPERSONS CHECKLIST

1. Cover letter listing the following (be sure cover letter is clear and specific and includes ALL of the following information):
  - a. Agency name
  - b. Agency address
  - c. Agency Telephone Number (for inmates)
  - d. Administrative Office Address
  - e. Administrative Office Phone Number
  - f. Administrative Office Email Address
  - g. List of Authorized Agents
  
2. Application and notarized affidavit for each bondsperson (authorized agent) applying
  - Alternative # 1 with list of property
  - OR
  - Alternative #2
  
3. Copy of current drivers license
  
4. Copy of current State of Michigan "Resident Producer" License
  
5. Qualifying Power of Attorney