#### **CHAPTER 9 BOND FORFEITURES**

Municipal judges are empowered to admit persons to bail and to forfeit bail in the same manner as provided for county courts. The failure to perform the condition on the bond causes the court to declare forfeiture of the bail. Therefore, a defendant's failure to appear in court after posting bail and the judicial declaration of the forfeiture initiates bond forfeiture procedures.

Generally, Chapter 22, C.C.P., governs bond forfeiture proceedings. The exception to using the bond forfeiture procedures in Chapter 22 is found in Art. 45.044/45A.256, C.C.P. This statute provides an additional method of forfeiting a cash bond in certain instances.

## 1. Cash Bond Forfeitures in Satisfaction of Fine Under Article 45.044/45A.256, C.C.P.

# Checklist 9-1 **Script/Notes 1**. Ask the defendant to acknowledge his or her presence when the defendant's name is called. Art. 22.02, C.C.P. **1** 2. When the defendant fails to answer, order the bailiff Calling name distinctly from the or another to call the defendant's name distinctly at courtroom door is substantial the courthouse door. compliance. Green v. State, 670 S.W.3d 633 (Tex. Crim. App. 2023). See TMCEC 2024 Forms Book: Bailiff's/Clerk's Affidavit of Defendant's Failure to Appear. $\square$ 3. If the defendant has posted a cash bond and has Art. 45.044/45A.256, C.C.P. signed a conditional plea of nolo contendere and waiver of jury trial, the judge may forfeit the bond for fine and court costs when the defendant fails to appear. Otherwise, skip remaining steps and proceed to judgment. **4**. Notify the defendant immediately by regular mail of the court action and the right to request a new trial.

□ 5. If the defendant makes a request for a new trial within 10 days after the forfeiture, the court shall grant the motion and allow the defendant to withdraw his or her conditional plea of nolo contendere and waiver of jury trial. The bond is reinstated and the case is set for trial.

To count, start the day after the forfeiture and count 10 calendar days. If the 10th day falls on a weekend or holiday, go to the next working day of the court for the 10th day.

☐ a. Amount of time increased by the "Mailbox Rule."

If the request for new trial is mailed first class mail on or before the due date of filing of the request for new trial and received by the clerk not later than 10 days after the due date, the motion is properly filed. ("Day" does not include Saturday, Sunday, or legal holiday.) Make sure the clerk keeps the envelope showing the postmark.

- ☐ 6. If the defendant does not make a timely motion for a new trial, the judgment and forfeiture become final. Court costs are paid to the State and the fine is deposited in the general revenue fund. If the offense is a traffic offense, the court reports the conviction to the Department of Public Safety:
  - □ a. If the defendant has been in jail, jail time credit is required to be given at a rate of not less than \$150 for a period of time specified in the judgment. The court should determine the period of time between eight and 24 hours.
  - ☐ b. Depending on the credit and amount of fine imposed, the court may have to refund all or part of the bond.

Sec. 311.014, G.C.

Art. 45.013/45A.054, C.C.P. Defendants filing documents by mail have additional time (10 days) in which to present the document to the court. This rule, commonly called the "Mail Box Rule," increases the time for filing documents.

If a defendant initially entered a plea in open court, the judge must inquire into the defendant's ability to pay. Art. 45.041/45A.252, C.C.P. See Checklist 8-1.

Arts. 42.03, Sec. 2, 45.041/ 45A.251, and 45.048./45A.261, C.C.P.

#### **CHAPTER 9 BOND FORFEITURES**

# 2. Cash, Surety, or Personal Bond Forfeiture Procedures Under Chapter 22, C.C.P.

Before a judgment nisi is issued initiating a bond forfeiture, a surety can be released from the responsibility on the bond by filing an affidavit of intention to surrender the defendant. A surety may not be released from responsibility if the accused is in federal custody to determine whether the accused is lawfully present in the United States under Art. 17.16, C.C.P. The affidavit must include a statement that notice to the principal's attorney has been given as required by Art. 17.19, C.C.P. See Arts. 17.16 and 17.19, C.C.P., for rules regarding discharge of liability on bond.

An action by the State to forfeit a bail bond must be brought not later than the fourth anniversary of the date the principal fails to appear in court. Art. 22.18, C.C.P.

### Checklist 9-2

### Script/Notes

#### **Definitions:**

"Agreed judgment" is a judgment entered on agreement of the parties, which receives the sanction of the court. When the court gives the agreement its sanction, it becomes the judgment of the court.

An "answer" is the formal written statement made by a defendant setting forth grounds for his or her defense. In some instances the answer may need to be verified (sworn to).

A "citation" is a writ (written order) issued by the clerk of the court. The citation notifies a person of a lawsuit filed against him or her and directs the person to file an answer to the suit within a certain number of days.

"Defendant" is a term used to describe the surety or the principal.

"Forfeiture" means the signing of the judgment nisi.

"Judgment nisi" is a temporary order which will become final unless the defendant in the criminal case and/or the surety show good cause why the judgment should be set aside.

"Judicial notice" is an act by which a court, in conducting a trial, will, without the production of evidence, recognize the existence and truth of certain facts or documents because the court already is aware of the facts or documents.

A "movant" is one who makes a motion before a court.

"Pleadings" are formal documents filed by parties, stating their respective claims and defenses.

A "principal" is the defendant in the criminal case.

"Scire Facias" is a special docket required by law to handle all cases and proceedings involved in the forfeiture of bail bonds. This docket may also be called the civil docket.

"Summary proceeding" is any proceeding by which a controversy (lawsuit) is settled, case disposed of, or trial conducted in a prompt and simple manner, without a jury. The court may grant a summary judgment when it believes that there is no genuine issue of material fact and that the party is entitled to prevail as a matter of law. Any party to a civil action may move for a summary judgment.

"Surrender" means that a surety may relieve himself or herself of liability before forfeiture by surrendering the accused into custody or by filing an affidavit stating that the accused is in federal, state, or county custody. A surety may not be released from responsibility if the accused is in federal custody to determine whether the accused is lawfully present in the United States.

A "waiver" is a sworn statement that intentionally and voluntarily relinquishes the right of being served by citation.

- ☐ 1. Ask the defendant to acknowledge his or her presence when the defendant's name is called.
- ☐ 2. When the defendant fails to answer, order the bailiff or another to call the name distinctly at the courthouse door.

□ 3. Note the time the call was made and who made the call.

Art. 22.10, C.C.P.

Art. 17.16 et. seq., C.C.P.

Art. 22.02, C.C.P.
Calling the defendant's name distinctly at the courtroom door is substantial compliance. *Green v. State*, 670 S.W.3d 633 (Tex. Crim. App. 2023).
See *TMCEC 2024 Forms Book*:
Bailiff's/Clerk's Affidavit of Defendant's Failure to Appear.

Arts. 22.02 and 23.05, C.C.P. **4**. If the defendant does not appear within a reasonable time after the call, enter judgment nisi against the State's Motion for Bond Forfeiture of (*Defendant's name*)'s bond defendant and his or her sureties. (The judgment nisi is usually prepared by the clerk for the judge's is granted. A capias for the defendant's arrest is hereby issued signature.) with a new bond set at \$ See TMCEC 2024 Forms **Book**: Judgment Nisi Declaring Forfeiture: Cash or Personal Recognizance Bond and Judgment Nisi Declaring Forfeiture: Surety Bond. Art. 23.05, C.C.P.  $\square$  5. Issue a capias for the defendant's arrest. See TMCEC 2024 Forms Book: Capias: After Forfeiture or Upon Surrender of Principal. **1** 6. Art. 23.05, C.C.P. Set the new bond. (May require a cash bond.) Art. 22.10, C.C.P. **7**. Set the forfeiture case on the *scire facias* or civil See TMCEC 2024 Forms Book: docket: Scire Facias Docket. **□** a. List "The State of Texas" as plaintiff. **□** b. List the principal and any sureties as defendants. Art. 22.03, C.C.P. **3** 8. On request of the prosecutor, order clerk to issue See TMCEC 2024 Forms Book: citation(s) to surety, if any, and principal: Citation. Art. 22.04, C.C.P.; Tex. R. Civ. P. **□** a. Citation shall be in the form provided for 99. citations in civil cases. Prosecutor may request multiple citations be issued. **□** b. If prosecutor presents a motion supported Tex. R. Civ. P. 106(b). by an affidavit showing specific facts why personal service or service by mail has not been successful, grant substitute service (someone over 16 years of age at location specified in affidavit may accept service).

	□ c.	prosecutor under of surety is unkr has been used to	rice is unsuccessful and r oath states the residence nown and, though diligence serve the citation, the r cannot be located, grant	Tex. R. Civ. P. 109.
<b>9</b> .	The defendant/principal's citation is served by regular mail if the address appears on the bond. If no address, court is not required to notify principal of bond forfeiture.			Art. 22.05, C.C.P.
		y next after the ex	vil cases: by 10 a.m. on the expiration of 20 days from	Art 22.11, C.C.P. Tex. R. Civ. P. 92, 15.
	□ a.	Maximum of 27 of citation to ans	days after proper service swer.	
	□ b.	days are allowed by first class ma mailed on or bet an answer. (Mak	increased—10 additional d if the answer is mailed il, properly addressed and fore the last day for filing the sure the court clerk keeps which answer is received.)	Tex. R. Civ. P. 5.
			fail to answer within the enter a judgment by default:	Art. 22.15, C.C.P. Tex. R. Civ. P. 239.
	<b>□</b> a.	determine if services should have evice	default judgment, vice was proper; court dence of properly signed or verified waiver. Proof des:	Tex. R. Civ. P. 107.
		(1) Verified w	vaiver;	
	C	<b>J</b> (2) Certified r	mail; green card signed by:	Tex. R. Civ. P. 107. Clerk is required to complete return on citation after receiving properly signed green card.
		<b>□</b> (A) D	efendant/surety;	
		· /	tate Board of Insurance urety is corporation);	

☐ (C) Registered agent (surety is a	
corporation); or	
☐ (D) Executor, administrator, or heirs (surety is deceased).	
☐ (3) If the prosecutor files a motion supported by an affidavit showing specific facts why personal service or service by mail has not been successful, grant an order of substitute service (someone over 16 years of age at location specified in affidavit) and officer's return on citation completed;	Tex. R. Civ. P. 106(b).
☐ (4) Personal service—officer's return on citation is completed; or	Tex. R. Civ. P. 107.
☐ (5) If substitute service is unsuccessful, prosecutor's affidavit states the residence of surety was unknown and, though diligence has been used to serve the citation, the defendant surety could not be located, order granting publication and copy of publication attached to return.	Tex. R. Civ. P. 109.
Court must inquire into the sufficiency of the diligence exercised in attempting to ascertain the residence or whereabouts of the defendant before granting default judgment on service.	Tex. R. Civ. P. 239. Art. 22.15, C.C.P.
Proof of service on file at least 10 days, exclusive of the date of filing and the date of judgment, for every defendant.	Tex. R. Civ. P. 107.
Time expired for answers.	Defendant(s) may have been served on different days and therefore may have different deadlines to answer.

**□** b.

**□** c.

**□** d.

	□e.	The Sta	ate moves for default judgment.	See <i>TMCEC 2024 Forms Book</i> : Final Judgment: Cash or Personal Recognizance Bond – Finding for State and Final Judgment: Surety Bond – Finding for State.
		<b>(</b> 1)	The State prepares default judgment for judge's signature; and	Tex. R. Civ. P. 305.
		<b>(</b> 2)	The State certifies the address of the parties against whom the default is taken.	Tex. R. Civ. P. 239a.
	<b>□</b> f.		erk sends notice of default judgment ty and defendant.	If an answer has been filed and the case is set on the <i>scire facias</i> docket but no one appears, the State can move for default judgment.
<b>1</b> 2.			ment in a bond forfeiture case is the State as claimant.	Tex. R. Civ. P. 166a(a). See TMCEC 2024 Forms Book: Final Judgment: Cash or Personal Recognizance Bond – Finding for State; Final Judgment: Surety Bond – Finding for State; and Agreed Final Judgment.
	<b>□</b> a.	motion	equesting must file and serve the and supporting affidavit at least 21 efore the time specified for hearing.	Tex. R. Civ. P. 166a(c).
	<b>□</b> b.	Filed v	when:	
		<b>(</b> 1)	No valid defense is raised; and	
		<b>(</b> 2)	No genuine issue as to material fact exists and moving party is entitled to judgment as matter of law.	
	□ c.		swer must be verified if the lant raises any of the following es:	
		<b>(</b> 1)	Defendant did not execute bond;	Tex. R. Civ. P. 93.
		<b>(</b> 2)	Defendant is not liable in the capacity sued;	

	<b>(</b> 3)	There is a defect of parties; or	
	<b>(</b> 4)	Defendant alleged to be a corporation and is not incorporated as alleged.	
□ d.	hearing	er than seven days prior to the g date, the defendants may serve ng affidavits or other written ses.	Tex. R. Civ. P. 166a(c).
<b>□</b> e.	Fact is	sues include:	
	<b>(</b> 1)	Whether surety executed bond;	Alvarez v. State, 861 S.W.2d 878 (Tex. Crim. App. 1992).
	<b>(</b> 2)	Whether principal's name was called at courthouse door;	
	<b>(</b> 3)	Whether principal failed to appear; or	
	<b>(</b> 4)	Whether principal had a valid reason for not appearing.	
<b>□</b> f.	f. Summary judgment hearing:		
	<b>(</b> 1)	No oral testimony;	
	<b>(</b> 2)	Judge reviews pleadings; and,	
	<b>(</b> 3)	State asks judge to take judicial notice of bond and judgment <i>nisi</i> , then rests.	
<b>□</b> g.	Defense must set forth affidavits. Affidavit must include:		
	<b>(</b> 1)	Information based on personal knowledge; and	
	<b>(2)</b>	How affiant became personally familiar with facts.	Villarreal v. State, 826 S.W.2d 621 (Tex. App.— Houston [14th Dist.] 1992, pet. ref'd).
<b>□</b> h.	_	enuine issue exists, grant movant's	

	□ i.	If there is a genuine issue, deny and set for bond forfeiture trial.	
<b>1</b> 3.	Procedure at bond forfeiture trial:		Tex. R. Civ. P. 245. In the case of continuance, the court may reset to a later date on
	<b>□</b> a.	At least 45 days notice of the first trial setting required.	any reasonable notice to the parties or by agreement of the parties.
	<b>□</b> b.	If service of citation is by publication and there was no answer, appoint an attorney to represent the surety.	Tex. R. Civ. P. 244.
	□ c.	Defendant may request a jury trial.	Tex. R. Civ. P. 216.
	□ d.	Written request for a jury trial is required.	
	<b>□</b> e.	Must be received not less than 30 days in advance of the first trial setting for trial before the judge.	
	<b>□</b> f.	Defendant must pay jury trial fee of \$5. (Fee might be \$5, which is paid to county court, or \$10, which is paid to district court. Court will have to determine which fee is applicable.)	Tex. R. Civ. P. 216.
	<b>□</b> g.	If fee is not paid, deny jury trial and proceed with bench trial.	
<b>1</b> 4.	. Call case.		"What says the State in cause number?"
			State answers. If defense does not appear, State can move for default judgment.
			"What says Defendant?"
			Defense answers.
<b>1</b> 5.	State p	resents case.	
	<b>□</b> a.	Bond.	
	□ b.	Docket entry and indication of forfeiture.	

	□ c.		cate, affidavit, or testimony of bailiff on who called name.	
	□ d.	Judgm	ent <i>nisi</i> .	
<b>□</b> 16.		nay ask o Igment <i>i</i>	court to take judicial notice of bond aisi.	
<b>□</b> 17.	judgme filed a If swor	ent <i>nisi</i> u sworn a rn answe ate (pres	e judicial notice of bond and anless defendant and/or surety have nswer challenging bond's validity. er, State must establish required ent the court facts that the bond is uce the bond.	
<b>1</b> 8.	cannot	-	of the bond is challenged, the judge licial notice of bond. State presents ond is:	
	□ a. S	ubmitted	by the defendant;	
	□ b. R	eceived	by the court;	
	□ c. C	ourt has	taken proper care of bond; and	
	□ d. N	lot more	burdensome than required by law.	
<b>1</b> 9.	State re	ests.		
<b>1</b> 20.		Defendant, principal, or surety presents evidence on one of the following defenses:		Art. 22.13, C.C.P.
	<b>□</b> a.	Bond i	s not valid because:	
		<b>(</b> 1)	Not valid as to principal or surety;	Art. 22.13, C.C.P.
		<b>(</b> 2)	Defendant did not execute bond (must be verified by affidavit); or	Art. 22.13, C.C.P.
		<b>(</b> 3)	Bond is more burdensome than statute requirement.	Browne v. State, 268 S.W.2d 131 (Tex. Crim. App. 1954).
	<b>□</b> b.		lant or principal died before ure taken.	Art. 22.13, C.C.P.

С	uncont defend that the	dant or principal was sick or some crollable circumstance prevented the lant's appearance. Defendant shows the principal's failure to appear arose of ault on the principal's part.	Art. 22.13, C.C.P.
<b>□</b> d.	jurisdi of or n	eration of the principal in any ction in the United States at the time ot later than the 180th day after the 5 the principal's failure to appear in	Art. 22.13, C.C.P.  James v. State, 413 S.W.2d 111 (Tex. Crim. App. 1967).
<b>□</b> e.		dant's name was not called at ouse door.	
<b>□</b> f.	•	had requested to be relieved from and the court had:	Arts. 17.16 and 17.19, C.C.P.
	<b>(</b> 1)	Refused to issue a warrant of arrest for principal after the affidavit for surrender of the principal was filed with the court; and	
	<b>(</b> 2)	After refusal to issue warrant, principal failed to appear.	
<b>□</b> g.	The fo	llowing defenses must be verified by it:	Tex. R. Civ. P. 93.
	<b>(</b> 1)	Defendant did not execute bond;	Tex. R. Civ. P. 93(7).
	<b>(</b> 2)	Defendant is not liable in the capacity sued;	Tex. R. Civ. P. 93(2).
	<b>(</b> 3)	Defendant does not have legal capacity to be sued;	Tex. R. Civ. P. 93(1).
	<b>(</b> 4)	There is a defect of parties; or	Tex. R. Civ. P. 93(4).
	<b>(</b> 5)	Defendant alleged to be a corporation is not incorporated as alleged.	Tex. R. Civ. P. 93(6).
After a judicial declaration of forfeiture is entered the court has the power to do any of the following:  Art. 22.125, C.C.P.			

**1** 21.

	□ a.	Exonerate the defendant and any sureties for cause;	Art. 22.13, C.C.P. If the principal is not liable, everyone is exonerated. If the principal is liable and one or more sureties, if any, is liable on bond, then only non-liable sureties are exonerated.
	<b>□</b> b.	Remit forfeiture;	Art. 22.125, C.C.P.
	□ c.	Set aside forfeiture only as expressly provided for in Chapter 22, C.C.P.; or	
	□ d.	The court may approve any proposed settlement of the liability on the forfeiture that is agreed to by the State and by the defendant or the defendant's sureties, if any.	See <i>TMCEC 2024 Forms Book</i> : Dismissal and Reinstatement of Bond; Motion and Order of Dismissal with Costs; Motion and Order of Dismissal without Costs; and Agreed Final Judgment.
<b>2</b> 2.	for the	xoneration, enter judgment against each amount in which sureties, if any, are cively bound.	Art. 22.14, C.C.P.
<b>□</b> 23.	Enter	lismissal of forfeiture if exoneration is found.	"The court finds that the principal and/or surety has/have shown grounds for exoneration and the court enters an order of dismissal in this matter."
<b>1</b> 24.	Remittitur.		Art. 22.16, C.C.P.
	□ a.	If the defendant or surety is entitled to remittitur, before entry of final judgment and written motion submitted, deduct from the amount of the bond, court costs, interest, and any reasonable costs to the city for the return of the defendant.	
	□ b.	Interest accrues on the bond amount from the date of forfeiture in the same manner and at the same rate as provided for in the accrual of prejudgment interest in civil cases.	Sec. 302.002, Fin. C.

☐ c. Interest on the bond amount after forfeiture begins to accrue on the face amount of the bond if no specified rate of interest is agreed upon by the defendant (surety) or State (prosecutor). Interest on the bond forfeiture begins to accrue from the date of the judgment nisi.

☐ d. Remittitur is required if the defendant or sureties show:

- ☐ (1) Defendant (principal) is released on new bail; or
- ☐ (2) The case for which the bond was given is dismissed.
- ☐ e. The court may remit the bond or any part of the bond for any other good cause shown the court.
- ☐ 25. Agreed Judgment. If the county population is more than 110,000 or a bail bond board created within the county:
  - ☐ a. State and defense may agree to an amount less than bond and recommendation is submitted to court.
  - ☐ b. Court accepts the recommendation and enters a final judgment.

Arts. 22.16(c) and 22.17(a), C.C.P. *Dees v. State*, 865 S.W.2d 461 (Tex. Crim. App. 1993).

Art. 22.125, C.C.P.; Sec. 1704.205, O.C.

The court accepts the State's recommendation of the agreed judgment and finds that the judgment nisi is now final. The defendant and sureties are jointly and severally bound in the amount of \$ and costs of court to (*City*), Texas and order judgment be entered and execution issued. (Note: If sureties are a corporation, they are not in default until the 11th day after judgment. Sec. 1704.212, O.C.) See TMCEC 2024 Forms Book: Agreed Final Judgment.

<b>1</b> 26.	Motion	n for new trial:	Tex. R. Civ. P. 329(b).	
	□ a. □ b.	Defendant and/or surety requests within 30 days after final judgment has been signed.  Request (motion) is made in writing.	Motion extends time for issuance of execution up to 105 days. If the judge never signs the motion for new trial, it will be deemed overruled 75 days after the original judgment was signed. The same rule applies whenever a final	
			judgment is signed.	
<b>1</b> 27.	Non-co	ontested cases:		
	□ a.	Proper answer is filed; and	Tex. R. Civ. P. 245.  The case may be tried or disposed of at any time, whether set or not, and may be set at any time for any other time.	
	<b>□</b> b.	Defendant is not contesting forfeiture.		
<b>2</b> 8.	Appea	1:	Art. 45.042/45A.202, C.C.P., C.C.P.	
	<b>□</b> a.	Defendant(s) have the right to appeal a final forfeiture.		
<b>1</b> 29.	Specia	l bill of review:	Art. 22.17, C.C.P.	
	<b>□</b> a.	Defense presents not later than two years after the date of final judgment.		
	<b>□</b> b.	Includes request, on equitable grounds, that the final judgment be reformed and that all or part of the bond be remitted to the surety.		
	□ c.	The court grants a bill in part or in whole. For bill of review, interest accrues on the bond amount from the date of:	The court grants the bill of review (in part / in whole) and orders that judgment be reformed and the amount of \$ be returned to defendant.	
		☐ (1) The date of forfeiture to the date of final judgment in the same manner and at the same rate as provided for the accrual of prejudgment interest in civil cases; and		

- ☐ (2) The date of final judgment to the date of the order for remittitur at the same rate as provided for the accrual of post-judgment interest in civil cases.
- ☐ d. The court denies the bill.

The State should review and respond to the bill. If granting the bill, costs of court, any reasonable expenses in re-arresting the defendant, and interest accrued on the bond from the date of the forfeiture should be deducted.