



State of Illinois  
Circuit Court of Cook County

**INFORMATION PACKET**  
**GUARANTORS**  
**BOND CERTIFICATES**

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**2023**

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Honorable Timothy C. Evans  
*Chief Judge*  
*Surety Section*

**NOTICE – SURETY SECTION  
SURETY SECTION OF THE OFFICE OF THE CHIEF JUDGE  
CIRCUIT COURT OF COOK COUNTY**

Circuit Court of Cook County Chief Judge Timothy C. Evans announces that, effective June 1, 2023, any automobile club, association, trade union, surety or insurance company that is requesting authority to issue bond certificates to its members and to act as guarantors on bond certificates so issued in the Circuit Court of Cook County, Illinois, must comply with the following procedures:

1. Petitions requesting authorization to issue bond certificates and act as guarantors on bond certificates in the Circuit Court of Cook County must be filed between July 1, 2023, and July 15, 2023, in the Office of the Clerk of the Circuit Court of Cook County, Room 801, Surety Desk, Richard J. Daley Center, 50 W. Washington Street, Chicago, Illinois 60602, which is open Monday through Friday between the hours of 8:30 a.m. and 4:30 p.m. During the pandemic, please contact the Clerk's Office at 312-603-5035 with regards to their filing procedures. Inquiries regarding filing may also be directed to the Clerk's Office at the phone number previously mentioned.
2. Verified petitions and supporting documentation must be filed in duplicate in strict compliance with Part 9 of the Rules of the Circuit Court of Cook County, Bonds-Sureties. Packets containing filing materials may be picked up in Room 801 of the Richard J. Daley Center at the Surety Desk. One additional courtesy copy of verified petitions and supporting documentation must be served on the State's Attorney of Cook County, Assistant State's Attorney Cliff Holmes, Room 500, Richard J. Daley Center, 50 W. Washington Street, Chicago, Illinois 60602.
3. Hearings on petitions filed between July 1, 2023, and July 15, 2023, is scheduled for Friday, July 28, 2023 at 9:30 a.m. at the Daley Center. Information regarding the hearing will be published on the Surety Section website at [Bond Certificate Authorization \(cookcountycourt.org\)](https://www.cookcountycourt.org/bond-certificate-authorization). The deadline for submitting notices to the *Chicago Daily Law Bulletin* is Thursday, July 7, 2023 at 2:00 p.m. Petitions filed after July 15, 2023, will not be heard.
4. The registration fee is \$100.00.
5. Any additional bond certificate or guarantor matters must be brought by motion, filed, and spindled in the Office of the Clerk of the Circuit Court, Room 801 of the Richard J. Daley Center at the Surety Desk. The notice of motion along with a copy of any pleadings must be served upon the State's Attorney of Cook County, Assistant State's Attorney Cliff Holmes, Room 500, Richard J. Daley Center, 50 W. Washington Street, Chicago, Illinois 60602. A courtesy copy of said motion and pleadings must be delivered to 69 W. Washington St., Suite 3300, Chicago, IL 60602. The statutory motion fee will be assessed by the Office of the Clerk of the Circuit Court.
6. Inquiries may be directed to Attorney Elliott Riebman at [surety@cookcountyil.gov](mailto:surety@cookcountyil.gov).

**AUTO BOND CERTIFICATE – COMMUNICATION INFORMATION**

**Name of Company:** \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**Name of Registered Agent in Illinois:** \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**Bond Certificate Department Head:** \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

**Assistant to Bond Certificate Department Head:** \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

**Name to which correspondence should be directed:** \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

**Name of attorney authorized to examine files in bond court:** \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**\*\*\* Please attach copies of both sides of bond certificate membership card(s).**

## Guarantee

### Circuit Court of Cook County

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(Name of company)

having requested permission from the Chief Judge of the Circuit Court of Cook County to issue bond certificates to be accepted by authorized officials as bond for the appearance in court of the holder thereof, in any action arising from traffic violations as provided in Part 9 of the Rules of the Circuit Court of Cook County, as a condition precedent to the issuance of such authority, guarantees to the Honorable Court:

1. To pay every judgment of said court not to exceed \$140.00 for any single offense or \$500.00 for multiple offenses arising out of the same occurrence for auto bond certificates, or not to exceed \$500.00 for truck bond certificates, including ex-parte judgments for failure of any certificate holder to appear in court entered in cases in which such bond certificate was deposited as bail, which shall become final, to the Clerk of the Circuit Court of Cook County, within 10 days after receipt of a notice from said Clerk of entry of such judgment and that the same has become final; and

2. In the event of failure to pay such judgment or judgments within such ten (10) day period, the Clerk of the Circuit Court of Cook County is hereby authorized, pursuant to the order of said Court, to first pay such judgment or judgments from case funds deposited with such Clerk and thereafter upon the depletion of such cash funds to sell so much of the securities deposited with him or her as shall be necessary to make payment of such judgment or judgments and the costs and expenses incident to such sale, hereby releasing and exonerating said Clerk from liability with respect to such payment made in accordance with such order; and

3. In the event any portion of the deposit heretofore made as stated in item two above shall be depleted or such deposit shall diminish for any reason so that its fair market value is less than \$25,000.00 for an auto bond certificate or \$50,000.00 for a truck bond certificate, that it will restore said deposit to \$25,000.00 fair market value for an auto bond certificate or \$50,000.00 for a truck bond certificate upon ten (10) days notice from the Clerk of the Circuit Court of Cook County; and

4. That in the event of termination of its authority to issue bond certificates, and upon the expiration of one year following such termination, an accounting shall be made of its liability with respect to bond certificates issued prior to the date of such termination, and so much of said deposit as shall be necessary to satisfy such liability, including but not limiting the same to cost and expenses incident to the sale of such securities, if any, shall be applied to satisfy such liability, and any overplus of such deposit released and returned, thereby releasing and exonerating the said Clerk of the Circuit Court of Cook County of and from any further liability with respect to such payment; and

5. That this guarantee shall be liberally construed to impose liability upon the issuer of bond certificates in accordance with the purpose and intent of the Rules of the Circuit Court of Cook County in such case made and provided that every bond certificate issued by it or with respect to which it assumes liability by this guarantee, regardless of the form or language employed therein, shall be construed as if it contained in express language the liability intended by such Rule of Court to be imposed upon a company or association authorized to issue such bond certificates, and that every such bond certificate issued by it or with respect to which it assumes liability under the guarantee, regardless of the form or language employed therein, shall be construed as if it provided as follows:

BOND CERTIFICATE

This is to certify that

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in accordance with the Rules of the Supreme Court of Illinois and the Rules of the Circuit Court of Cook County, does hereby guarantee the appearance of the within name holder of this bond certificate (whose signature is hereto affixed) in the Circuit Court of Cook County, when arrested for any traffic violation, punishable by fine only, committed prior to the date of certificate expiration, which expiration date is indicated on the reverse side hereof, by guaranteeing the payment of any judgment not in excess of \$140.00 for any single offense or \$500.00 for multiple offenses arising out of the same occurrence for auto bond certificates, or not exceeding \$500.00 for truck bond certificates, including ex-parte judgment for failure of said holder to appear in court, rendered against said holder with respect to the traffic violation for which this bond certificate was deposited as bond.

and

6. That whenever such bond certificate shall have been accepted as bond to guarantee the appearance of any person named therein or on any identification card incorporated by reference therein in the Circuit Court of Cook County for a traffic violation alleged to have been committed prior to the date of expiration of such bond certificate shown or referred to thereon, it shall be liable thereon to the extent and subject to the conditions and terms of this guarantee and to the Rules of the Supreme Court of Illinois and the Rules of the Circuit Court of Cook County as the same are in such case made and provided.

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Signature

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Title

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Date

## GUARANTORS (BOND CERTIFICATES) CHECKLIST

**Petitioner:** \_\_\_\_\_

**Number:** \_\_\_\_\_

**Date Filed (7/1 through 7/15):** \_\_\_\_\_

DOCUMENTATION	YES	NO	COMMENTS
Petition verified? <ul style="list-style-type: none"> <li>• States that petitioner has complied with all applicable laws and regulation.</li> </ul>			
If automobile club or association: <ul style="list-style-type: none"> <li>• Petitioner has been in existence for more than 18 months? or</li> <li>• It has a membership of 1,500 or more?</li> </ul>			
If insurance or surety company, a copy of the current Certificate of Authorization under the Illinois Insurance Code?			
If foreign guarantors, Certificate of Authority to Conduct Business in Illinois?			
Verified Asset/Liability Statement as of 12/31/22 or later?			
Verified schedule of: <ul style="list-style-type: none"> <li>• Unsatisfied judgments (amount, case title/number, date of judgment):</li> </ul>			
<ul style="list-style-type: none"> <li>• Pending actions (amount, case title/number, nature, basis of defense):</li> </ul>			
<ul style="list-style-type: none"> <li>• All claims of liability not subject to any pending case (nature, basis of defense):</li> </ul>			
Proof of publication (at least 15 days prior to hearing; pendency and date)			
Petitioner has deposited:			

<ul style="list-style-type: none"> <li>• In case of truck bonds- \$50,000 (\$10,000 cash) with the Clerk of the Circuit Court of Cook County</li> <li>• In case of auto bonds- \$25,000 (\$5,000 cash) with the Clerk of the Circuit Court of Cook County</li> </ul>			
<p>A written guarantee authorizing payments for fines, penalties and costs:</p> <ul style="list-style-type: none"> <li>• For auto bonds: not to exceed \$140 for single offense and \$500 for multiple offenses</li> <li>• For truck bonds: not to exceed \$500</li> </ul>			
<p>A completed communication information sheet?</p>			
<p>A copy of both sides of the bond card?</p>			