

ALABAMA PROFESSIONAL BAIL BONDING BOARD  
ADMINISTRATIVE CODECHAPTER 153-X-3  
LICENSURE

## TABLE OF CONTENTS

153-X-3-.01	Bail Bond Application For Licensure
153-X-3-.02	License Number
153-X-3-.03	Licenses
153-X-3-.04	License Required
153-X-3-.05	Apprentice Licenses

**153-X-3-.01      Bail Bond Application For Licensure.**

All applications for licensure must be submitted on approved forms as prescribed by the Board. The application can be printed from the website or the applicant can complete the application on-line. The location to find the printed application or to complete the application with the on-line service is located at [www.apbb.alabama.gov](http://www.apbb.alabama.gov).

**Author:** Alabama Professional Bail Bonding Board

**Statutory Authority:** Code of Ala. 1975, §15-13-202.

**History: New Rule:** Published June 30, 2020; effective August 14, 2020; operative upon approval by Joint Committee on November 10, 2020. **Amended:** Published September 30, 2022; effective November 14, 2022.

**153-X-3-.02      License Number.**

(1) The Board shall assign a license number to a professional bail bondsman, professional surety, or recovery agent, beginning the year of first issuance followed by a number code.

(2) Should a licensee have a legal name change, the licensee's assigned license number shall remain the same.

**Author:** Alabama Professional Bail Bonding Board

**Statutory Authority:** Code of Ala. 1975, §15-13-213.

**History: New Rule:** Published June 30, 2020; effective August 14, 2020; operative upon approval by Joint Committee on November 10, 2020.

**153-X-3-.03      Licenses.**

(1) Before any individual, employee and/or company engages in any work and/or carries out any duties and/or responsibilities as a professional bondsman or professional surety bondsman, said individual, employee and/or company must have a shall first obtain a current bail bond license pursuant to the Alabama Bail Bond Regulatory Act, Chapter 13 of Title 15, Code of Ala. 1975.

(2) All employees of a professional bail bond company or professional surety company must have and shall first obtain a current bail bond license pursuant to the Alabama Bail Bond Regulatory Act, Chapter 13 of Title 15, Code of Ala. 1975.

(3) Any person acting as an apprentice to a professional bail bondsman, professional surety, and/or recovery agent shall first obtain a current bail bond apprentice license pursuant to Alabama Bail Bond Regulatory Act, Chapter 13 of Title 15, Code of Ala. 1975. An apprentice shall not act along in bail recovery, failure to have an authorized licensee with you may result in suspension or revocation of license.

(4) All company owners/officers/directors/ stockholders/partners are required to apply to the Alabama Law Enforcement Agency for a state and nationwide criminal background records check in accordance with license application. The criminal background records check is a requirement and will be required for any company owners/officers/ directors/stockholders/partners, regardless of whether the owners/officers/directors/stockholders/partners are a licensed Alabama professional bail bondsman, professional surety, or recovery agent.

(5) Within thirty (30) calendar days, any changes in ownership or to the corporate structure of any Alabama bonding company shall be submitted in writing to the Board via certified mail and/or electronic mail to the attention of the Board's Executive Director indicating the change. A state and nationwide criminal background records check in accordance with license application requirements shall be submitted for any company owner/officer/director/ stockholder/partner not previously listed on the company's most recent information.

(6) There shall be no license issued in a fictitious name to a professional bail bondsman, professional surety, or recovery agent. Individual applications containing fictitious names shall be denied.

(7) Applicants for a bail bondsman license will be approved or denied by the Board or Board's Designee(s).

(8) In the case of an application being denied by the Board's Designee, the applicant can appeal the decision to the Board.

(9) Applicants for an initial license who satisfactorily complete the examination and meet the other qualifications and requirements prescribed by law may be licensed by the Board.

(10) Licensees shall notify in writing via certified mail and/or electronic mail the Board's Executive Director of any legal name change within ten (10) calendar days of said change and submit appropriate supporting documents. Applicable fees shall also be submitted by the licensee for a replacement license to be issued.

(11) Licensees shall notify in writing via certified mail and/or electronic mail the Board's Executive Director of any change in the licensee's mailing and email addresses of record within ten (10) calendar days of said change. The mailing and email addresses of record are the address provided on the licensee's application for initial license or renewal.

(12) Licensees shall notify in writing via certified mail and/or electronic mail the Board's Executive Director of any change in the licensee's employer within ten (10) calendar days of said change. The employer of record is the name and address of the employer provided on the licensee's application for initial license or renewal.

(13) Address and name changes, as well as employer information, will be included in the information verified by the Board in the course of an audit.

(14) Verification of licensure will be available on a Board-maintained website. Upon receipt of a written request and required fee, the Board's designee shall provide written verification of an individual and/or company's Alabama licensure status.

**Author:** Alabama Professional Bail Bonding Board

**Statutory Authority:** Code of Ala. 1975, §15-13-212.

**History: New Rule:** Published June 30, 2020; effective August 14, 2020; operative upon approval by Joint Committee on November 10, 2020. **Amended:** Published September 30, 2022; effective November 14, 2022.

#### **153-X-3-.04      License Required.**

(1) Licensees must be prepared to present a current copy of his/her license when executing a bail bond to any persons authorized to approve bail.

(2) Licensees must carry a current copy of his/her own license when conducting business as a professional bail bondsman,

professional surety, or recovery agent and must present the same upon request of a client or the public.

(3) Licensees shall promptly report, in writing via certified mail and/or electronic mail, the loss of a license certificate to the Board's Executive Director. A duplicate license certificate requires a completed application form as provided by the Board and an accompanying replacement fee.

(4) An original signature by the licensee executing the bond must be affixed to the bond. Bonds shall only be signed by the licensee; no licensee shall sign for another licensee.

(5) It is a violation for any unlicensed person and/or any person who does not have a current license to solicit or engage in the bail bond or surety business. Any licensee who permits any unlicensed person and/or permits any person who does not have a current license to solicit or engage in the bail bond or surety business on his/her/its behalf shall be deemed in violation of the Alabama Bail Bond Regulatory Act, Chapter 13 of Title 15, Code of Ala. 1975.)

**Author:** Alabama Professional Bail Bonding Board

**Statutory Authority:** Code of Ala. 1975, §§15-13-202, 15-13-213.

**History: New Rule:** Published June 30, 2020; effective August 14, 2020; operative upon approval by Joint Committee on November 10, 2020. **Amended:** Published September 30, 2022; effective November 14, 2022.

### **153-X-3-.05      Apprentice Licenses.**

(1) Any person seeking licensure as an apprentice shall submit an application on a form provided by the Board.

(2) No person shall act as an apprentice prior to being issued an Apprentice License by the Board.

(3) Any person seeking licensure as an apprentice shall submit an affidavit, on a form provided by the Board, attesting that the applicant has no felony convictions. This affidavit shall be submitted simultaneously with the application for licensure.

(4) An Apprentice License shall only be valid for 120 days from date of issuance, except that an apprentice who is at least 19 but under 21 years of age may be issued an Apprentice License that may remain valid, up and until the apprentice reaches the age of 21.

(5) An apprentice shall be accompanied by a licensed professional bail bondsman, professional surety, or recovery agent, who is responsible for directing and overseeing the actions of the apprentice during the performance of his duties, except an apprentice may deliver written correspondence, documents, etc., to

the Court, the Sheriff or other jail related facilities without physical supervision. The accompanying licensee shall be responsible and accountable for the actions of the apprentice.

**Author:** Alabama Professional Bail Bonding Board

**Statutory Authority:** Code of Ala. 1975, §§15-13-202, 15-13-213.

**History: New Rule:** Published September 30, 2022; effective November 14, 2022.