

**OFFICE OF LAURA RICHARD  
FORT BEND COUNTY CLERK  
301 JACKSON STREET, RICHMOND, TX 77469  
(281) 341-8685**

**APPLICATION FOR REFUND OF CASH BOND**

**CAUSE NO.** \_\_\_\_\_ **STATE OF TEXAS VS** \_\_\_\_\_

Name of person refund payable to: \_\_\_\_\_ Phone number: \_\_\_\_\_

Residence address: \_\_\_\_\_

Mailing address, if different: \_\_\_\_\_

Sheriff's receipt No. \_\_\_\_\_ Copy of the receipt must be attached hereto.

I hereby request \$\_\_\_\_\_ of this cash bond will be applied towards the Fine and Court Costs in this cause; and pursuant to 117.055 Local Government code, 5% per withdrawal of the cash bail bond, not to exceed \$50.00 per withdrawal, will be retained as an Administrative Fee.

If the person cannot return and does not want their refund mailed, he/she must name a person to receive payment.

Name of person to receive check: \_\_\_\_\_

Residence address: \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

BEFORE ME, the undersigned authority, on this day personally appeared \_\_\_\_\_ known to me through \_\_\_\_\_ (enter form of identification), verified to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same for the purpose and consideration therein expressed.

GIVEN under my hand and seal of office this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public or Deputy County Clerk  
\_\_\_\_\_ County, Texas

**FOR OFFICE USE ONLY**

County Clerk date of deposit \_\_\_\_\_

Total Cash Bond \$ \_\_\_\_\_

Applied to:	5% Administrative Fee	\$ _____	Check # _____
	Fine and Court Costs	\$ _____	Check # _____
	Defendant/Surety	\$ _____	Check # _____
	Other	\$ _____	Check # _____

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PROCESSED BY: \_\_\_\_\_