



STATE OF COLORADO First Judicial District

100 Jefferson County Parkway
Golden, CO 80401

Shirley Williams
Clerk of Court

PROPERTY BOND REQUIREMENTS – CRIMINAL CASES

The following is a list of required documents and information needed to post a property bond in Jefferson County. There will be **no** exceptions to these requirements. Property Bonds can be posted in the Clerk of Courts office Monday through Friday from 8:00 am to 3:00 pm.

REQUIRED DOCUMENTS

- Warranty or Quit Claim Deed, either original or certified copy
- Most current **paid** tax receipt
- Current notice of valuation by the **county assessor**
- Written letter from mortgage company (must be on company letterhead) or notarized statement from individual to whom the mortgage is owed, including a current balance (**within the last six months**). If the mortgage has been transferred to another lending institution, written documentation of the transfer is **required**.
- Evidence of Title issued by a title insurance company, must be issued within the last 30 days and must include **all** liens or encumbrances against the property, or a statement that there are no liens or encumbrances against the property.

REQUIRED EQUITY

- ◆ Unencumbered equity must be one and one-half times the amount of the bond. This amount is based on the valuation minus any amount owed on the property
- ◆ **NOTE:** \$60,000.00 will be deducted from the equity of the property under The Colorado Homestead. (The property owners can sign a waiver to avoid this amount being deducted from the equity)

OTHER INFORMATION

- All parties whose names appear on the deed as owners **must** be present (if one party is deceased, a death certificate is required). A power of attorney in lieu of personal appearance must be approved by the court.
- All parties must provide a valid photo ID
- Property must be real property, no vehicles or mobile homes, and must be located in the state of Colorado.
- There will be a \$6 charge per page for the recording of any documents (must be paid in cash at the time the bond is posted)

*** When the bond is released by the court a *Release of Deed of Trust* will be mailed to the property owner via certified mail. It is the responsibility of the property owner to take it to the public trustee for the county in which the property is located, and request that the lien be released.

