



COLLIN COUNTY

Stacey Kemp, County Clerk
County Court at Law Clerks
2100 Bloomdale Road, Suite 12165
McKinney, Texas 75071
972-548-6423
www.collincountytx.gov

REQUEST TO RELEASE CIVIL CASH BOND

****THIS FORM MUST BE NOTARIZED****

I, _____, do hereby authorize the Collin County Clerk to release the
(current recipient name) following bond to:

Please make check payable to: _____

Bond amount: \$ _____

Case number: _____

Please mail my Civil Bond Refund to the address listed below.

Mailing Address: _____

Phone number: _____

E-mail address: _____

Notary Signature and Stamp:

Recipient Signature

Date

**** This document is required to be notarized to deter fraud and to ensure proper execution.**

**** An administrative fee of 5%, not to exceed \$50 will be deducted from all civil cash bonds when they are released. (LGC 117.052 and LGC 117.055)**