

# **REMISSION OF BOND FORFEITURE**

## **NOTICE TO APPLICANT**

Please read the application instructions carefully and complete the application accordingly.

Submission of incomplete applications or applications that do not comply with instructions may result in the Board's Clemency Section soliciting you in writing for the correct documentation.

Failure to comply with instructions will delay processing.

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**For your records, make copies of all documentation that you submit to the Board's Clemency Section.**

Due to the inability to retain records for extended time periods for incomplete applications, we are advising you NOT to provide originals of personal items, including but not exclusive to photos, transcripts, birth and other certificates, achievement awards, licenses, literature, social security and other identification cards or items, notebooks or binders, clemency proclamations. You may in lieu of originals provide copies of these documents with your submitted application.

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# REMISSION OF BOND FORFEITURE

## INSTRUCTIONS & CHECKLIST

Submit completed applications to: TEXAS BOARD OF PARDONS AND PAROLES  
ATTN: CLEMENCY SECTION  
8610 SHOAL CREEK BLVD.  
AUSTIN, TX 78757  
FAX: 512-467-0945  
EMAIL: [bpp\\_clemency@tdcj.texas.gov](mailto:bpp_clemency@tdcj.texas.gov)

1. Submit a completed application form. Please respond to **all** items. If necessary, use “N/A,” “Unknown,” “None,” or “Do not remember.”
  2. Applications must be typed or printed legibly in **black or blue** ink.
  3. Certified court documentation (indictment, judgment and sentence) for each adult conviction for which you are requesting a Remission of Bond Forfeiture. For complete instructions, refer to Page 2 of 2.
  4. Bond forfeiture documentation. Provide copies of the forfeited bond.
  5. Offense (arrest) reports for each adult conviction for which you are requesting a Remission of Bond Forfeiture. The documents do not need to be certified. For complete instructions, refer to Page 2 of 2.
  6. Compliance with Board Rule §143.73 Remission of Bond Forfeiture.
  7. Complete the attached application form as presented. You may submit attached documents as instructed in the application. Do not alter the presentation of this application either through reformatting or rewriting. Do not bind or staple the application with any other submitted material.
  8. The application must be signed and dated by the applicant.
- If the Board recommends a Remission of Bond Forfeiture, the Governor makes the final decision. The applicant will be notified in writing upon final action.
  - Please let us know of any change of address or telephone number.
  - On the Application Page 1 of 6, A. Demographic Information, where asked to provide the applicant's current name, input the full name as it might appear on a Governor's proclamation.

## GENERAL INFORMATION

**Definition** - Remission of bond forfeiture--An act of clemency by the governor canceling a forfeiture of a bond.

**Frequently Asked Question** - Visit our website at <https://www.tdcj.texas.gov/bpp/faq/ClemencyProcess.html> for answers to common questions.

## PROCEDURES FOR OBTAINING COURT DOCUMENTATION

All court documents must be **CERTIFIED**, whether they originate from the office of the District, County, or Municipal Clerk. Acquire the proper documentation, accordingly:

**IF** convicted and the judgment included a court ordered **fine** and or **restitution**, furnish a statement from the appropriate clerk confirming the amount paid.

**IF** convicted and the sentence is probated or deferred, furnish the Complaint/Indictment or Information, Judgment and Sentence.

**IF** convicted of a misdemeanor resulting in a fine and/or jail time, furnish the Complaint, Judgment and Sentence.

**IF** convicted of a felony probation and revoked to the Texas Department of Criminal Justice – Correctional Institutions Division (TDCJ-CID), furnish the Indictment, Judgment and Sentence granting probation and the revocation document(s).

**IF** convicted of a felony, sentenced to TDCJ-CID and currently on parole or mandatory supervision or on annual report status, or have discharged the sentence, furnish the Indictment, Judgment and Sentence and a copy of the TDCJ parole certificate. Contact the following office(s) to obtain the appropriate certificate:

TDCJ-CID RECORDS OFFICE  
P. O. BOX 99  
HUNTSVILLE, TEXAS 77342

or

TDCJ PAROLE SUPERVISION  
8610 SHOAL CREEK BLVD.  
AUSTIN, TEXAS 78758

## PROCEDURES FOR OBTAINING ARREST/OFFENSE REPORTS

For **each** criminal offense, acquire from the appropriate law enforcement arresting agency copies of the arrest/offense reports. These copies of reports do not have to be certified. For offenses involving drugs, please provide copies of laboratory reports.

# APPLICATION FOR REMISSION OF BOND FORFEITURE TO THE TEXAS BOARD OF PARDONS & PAROLES

## *TO THE BOARD OF PARDONS AND PAROLES OF TEXAS:*

I hereby request the Board of Pardons and Paroles or its designated agent to file this application for Clemency, to investigate the statements herein made under oath and, if the facts so justify, make a favorable recommendation to the Governor of the State of Texas that a Remission of Bond Forfeiture, to which I may be entitled under the laws of the State of Texas, be granted.

### A. DEMOGRAPHIC INFORMATION

|                                                                                                                                                                                                                                                                   |                                          |                                                                                                                       |                          |                  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|--------------------------|------------------|
| Current full name                                                                                                                                                                                                                                                 | Last Name                                | <input type="checkbox"/> Jr. <input type="checkbox"/> III<br><input type="checkbox"/> Sr. <input type="checkbox"/> IV | First Name               | Full Middle Name |
| Name(s) convicted under                                                                                                                                                                                                                                           |                                          |                                                                                                                       |                          |                  |
| Race and sex                                                                                                                                                                                                                                                      | Race _____ Sex _____                     |                                                                                                                       |                          |                  |
| Date and place of birth                                                                                                                                                                                                                                           | Date of birth _____ Place of birth _____ |                                                                                                                       |                          |                  |
| Driver's license                                                                                                                                                                                                                                                  | State _____ License Number _____         |                                                                                                                       |                          |                  |
| Alias names (including maiden name, name by former marriage and nicknames), birth dates, social security #'s, etc.                                                                                                                                                |                                          |                                                                                                                       |                          |                  |
| Current marital status                                                                                                                                                                                                                                            | <input type="checkbox"/>                 | Married – Spouse's Name:                                                                                              |                          |                  |
|                                                                                                                                                                                                                                                                   | <input type="checkbox"/>                 | Divorced                                                                                                              | <input type="checkbox"/> | Separated        |
| Children / support / alimony                                                                                                                                                                                                                                      | <input type="checkbox"/>                 |                                                                                                                       |                          |                  |
|                                                                                                                                                                                                                                                                   | <input type="checkbox"/>                 |                                                                                                                       |                          |                  |
|                                                                                                                                                                                                                                                                   | <input type="checkbox"/>                 |                                                                                                                       |                          |                  |
|                                                                                                                                                                                                                                                                   | <input type="checkbox"/>                 |                                                                                                                       |                          |                  |
| <p>I have _____ children under the age of 18 years.</p> <p>I am supporting the following named children under the age of 18 years:</p> <p>_____</p> <p>I currently pay \$ _____ / month in child support.</p> <p>I currently pay \$ _____ / month in alimony.</p> |                                          |                                                                                                                       |                          |                  |

(Last Name, First and Middle Name)

**B. ADDRESSES**

|                                                                                 |                |                                                                                                                        |                |
|---------------------------------------------------------------------------------|----------------|------------------------------------------------------------------------------------------------------------------------|----------------|
| <b>Current Mailing Address</b><br><i>Indicate your current mailing address.</i> |                | <b>Current Physical Address</b><br><i>Provide information even if the physical and mailing addresses are the same.</i> |                |
| Number and street                                                               | Apartment      | Number and street                                                                                                      | Apartment      |
| City                                                                            | State Zip Code | City                                                                                                                   | State Zip Code |
| Home phone number [ ]                                                           |                | County of residence                                                                                                    |                |
| Work phone number [ ]                                                           |                | Years resided at physical residence                                                                                    |                |
| Email Address                                                                   |                |                                                                                                                        |                |

**Previous Addresses**

List **all** previous physical addresses since age 18. Do not use post office boxes. If you lived in an apartment complex, list your apartment number. *All time periods must be accounted for.* Include complete dates (months and years of residence), addresses, city, state and zip codes. Complete this page before attaching any additional page(s). Place attachments behind this page.

|                    |                   |       |           |
|--------------------|-------------------|-------|-----------|
| From (month/year): | Number and street |       | Apartment |
| To (month/year):   | City              | State | Zip Code  |

|                    |                   |       |           |
|--------------------|-------------------|-------|-----------|
| From (month/year): | Number and street |       | Apartment |
| To (month/year):   | City              | State | Zip Code  |

|                    |                   |       |           |
|--------------------|-------------------|-------|-----------|
| From (month/year): | Number and street |       | Apartment |
| To (month/year):   | City              | State | Zip Code  |

|                    |                   |       |           |
|--------------------|-------------------|-------|-----------|
| From (month/year): | Number and street |       | Apartment |
| To (month/year):   | City              | State | Zip Code  |

**C. EMPLOYMENT**

Please give a comprehensive adult (since age 18) employment history, beginning with your present employment and working backwards. Include employer's name, address, your job position working title, description of job duties, salary, dates employed, and reason for leaving. Complete this page before attaching any additional page(s). Place attachments behind this page.

|                              |                                 |
|------------------------------|---------------------------------|
| From (month/year):           | Employer name                   |
| To (month/year):             | Employer address                |
| Job position (working title) | Description of your work duties |
| Average monthly salary       | Reason for leaving              |

|                              |                                 |
|------------------------------|---------------------------------|
| From (month/year):           | Employer name                   |
| To (month/year):             | Employer address                |
| Job position (working title) | Description of your work duties |
| Average monthly salary       | Reason for leaving              |

|                              |                                 |
|------------------------------|---------------------------------|
| From (month/year):           | Employer name                   |
| To (month/year):             | Employer address                |
| Job position (working title) | Description of your work duties |
| Average monthly salary       | Reason for leaving              |

|                              |                                 |
|------------------------------|---------------------------------|
| From (month/year):           | Employer name                   |
| To (month/year):             | Employer address                |
| Job position (working title) | Description of your work duties |
| Average monthly salary       | Reason for leaving              |

**D. STATUS**

|                                                                                                                                                               |                                                                                                                   |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|
| Are you currently incarcerated in a Texas penal institution?<br><i>If "yes", list your (TDCJ-CID) identification number.</i>                                  | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>ID number: _____                                      |
| Are you currently jailed in a Texas county jail?<br><i>If "yes", list your county jail identification number.</i>                                             | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>ID number: _____                                      |
| Were you ever incarcerated in a Texas penal institution?<br><i>If "yes", list all (TDCJ-CID) identification numbers.</i>                                      | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>Prior ID number: _____                                |
| Are you currently serving a term of probation?<br><i>If "yes", identify the county of current residence, name and phone number of your probation officer.</i> | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>County: _____<br>Name: _____<br>Number: (     ) _____ |
| Are you currently on parole, annual report status, or serving a term of mandatory supervision?<br><i>If "yes", identify the county of current residence.</i>  | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>County: _____                                         |
| Do you have any pending criminal charges?<br><i>If "yes", attach an explanation page. Place the attachment behind this page.</i>                              | <input type="checkbox"/> Yes <input type="checkbox"/> No                                                          |

**E. REASON FOR BOND FORFEITURE**

Provide a detailed account of the reason why the bond was forfeited.

|       |
|-------|
| _____ |
| _____ |
| _____ |
| _____ |
| _____ |
| _____ |
| _____ |
| _____ |
| _____ |
| _____ |

State the reasons and circumstances for requesting a Remission of Bond Forfeiture.

[illegible]

**G. CERTIFICATION BY APPLICANT**

*Please read the following statements carefully and indicate your understanding and acceptance by signing in the space provided. This application must be signed.*

I hereby give my permission to the Board of Pardons and Paroles or its designated agent to make any inquiry and receive any information of record that it may deem proper in the investigation of this application for clemency; and

I understand that compliance with these requirements is sufficient for the Board's consideration of this application, but compliance does not necessarily mean that favorable action will result.

I hereby swear upon my oath that I am the subject herein named and the facts contained in this application are true and correct.

\_\_\_\_\_  
**Applicant's Signature (Full Name)**

\_\_\_\_\_  
**Date**

(Last Name, First and Middle Name)

DATE

## CRIMINAL HISTORY INFORMATION

Provide information on all offenses for which you are requesting a Remission of Bond Forfeiture (**list one offense per page**) and the disposition of each offense. All blanks must be completed for each offense. Included in this application are two (2) blank "Criminal History Information" pages provided in the event that you have multiple offenses.

Photocopy as many of these blank pages as needed to list additional convictions.

**Criminal Offense:** \_\_\_\_\_

*List the offense as it appears in the court documentation.*

Are you requesting a Remission of Bond Forfeiture for this offense?

☐ Yes / ☐ No

### *Additional Information about the Criminal Offense*

**County:** \_\_\_\_\_

**State:** \_\_\_\_\_

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

**Court of Adjudication:** \_\_\_\_\_

Mark "N/A" if not adjudicated in a Court.

**Disposition/Sentence Date:** \_\_\_\_\_

Date of sentencing or other form of court adjudication. Mark "N/A" if not adjudicated in a Court.

**Court Disposition/Sentence:** \_\_\_\_\_

Examples of possible responses that you may modify to reflect your circumstance:

5 years TDCJ  
Revoked probation sentence to 5 years TDCJ  
2 years State Jail Felony

2 years probation  
2 years deferred adjudication probation  
30 days jail

Class C Misdemeanor  
No Bill  
Charge dismissed

No formal charge  
Released without prosecution  
Plea in Bar

**Bond ordered?** ☐ Yes ☐ No **If "Yes", indicate the amount:** \$ \_\_\_\_\_

**Bond forfeited?** ☐ Yes ☐ No **If "Yes", indicate the amount:** \$ \_\_\_\_\_

**Fine ordered in the Sentence?** ☐ Yes ☐ No **If "Yes", indicate the amount:** \$ \_\_\_\_\_

**Was the fine paid in full?** ☐ Yes ☐ No

**Restitution ordered in the Sentence?** ☐ Yes ☐ No **If "Yes", indicate the amount:** \$ \_\_\_\_\_

**Was the restitution paid in full?** ☐ Yes ☐ No

---

On this “Applicant’s Version” page you are providing additional information – your version of events – about the offense that you listed on the preceding “Criminal History Information” page. Describe in your own words the factual circumstances of the offense.

**Criminal Offense:** \_\_\_\_\_

**Location:** \_\_\_\_\_

Offense date(s): \_\_\_\_\_

**Law enforcement agency involved:** \_\_\_\_\_

**State in detail events leading up to the offense and the extent of your involvement in this case:**

[illegible]

## *Court Documentation & Offense Reports*

**REM-BOND-10 (Rev 12/2025)**

(Last Name, First and Middle Name)

DATE

## CRIMINAL HISTORY INFORMATION

Provide information on all offenses for which you are requesting a Remission of Bond Forfeiture (**list one offense per page**) and the disposition of each offense. All blanks must be completed for each offense. Included in this application are two (2) blank "Criminal History Information" pages provided in the event that you have multiple offenses.

Photocopy as many of these blank pages as needed to list additional convictions.

**Criminal Offense:** \_\_\_\_\_

*List the offense as it appears in the court documentation.*

Are you requesting a Remission of Bond Forfeiture for this offense?

☐ Yes / ☐ No

### *Additional Information about the Criminal Offense*

**County:** \_\_\_\_\_

**State:** \_\_\_\_\_

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

**Court of Adjudication:** \_\_\_\_\_

Mark "N/A" if not adjudicated in a Court.

**Disposition/Sentence Date:** \_\_\_\_\_

Date of sentencing or other form of court adjudication. Mark "N/A" if not adjudicated in a Court.

**Court Disposition/Sentence:** \_\_\_\_\_

Examples of possible responses that you may modify to reflect your circumstance:

5 years TDCJ  
Revoked probation sentence to 5 years TDCJ  
2 years State Jail Felony

2 years probation  
2 years deferred adjudication probation  
30 days jail

Class C Misdemeanor  
No Bill  
Charge dismissed

No formal charge  
Released without prosecution  
Plea in Bar

**Bond ordered?** ☐ Yes ☐ No **If "Yes", indicate the amount:** \$ \_\_\_\_\_

**Bond forfeited?** ☐ Yes ☐ No **If "Yes", indicate the amount:** \$ \_\_\_\_\_

**Fine ordered in the Sentence?** ☐ Yes ☐ No **If "Yes", indicate the amount:** \$ \_\_\_\_\_

**Was the fine paid in full?** ☐ Yes ☐ No

**Restitution ordered in the Sentence?** ☐ Yes ☐ No **If "Yes", indicate the amount:** \$ \_\_\_\_\_

**Was the restitution paid in full?** ☐ Yes ☐ No

---

On this “Applicant’s Version” page you are providing additional information – your version of events – about the offense that you listed on the preceding “Criminal History Information” page. Describe in your own words the factual circumstances of the offense.

**Criminal Offense:**

**Location:**

Offense date(s):

**Law enforcement agency involved:** \_\_\_\_\_

**State in detail events leading up to the offense and the extent of your involvement in this case:**

[illegible]

## *Court Documentation & Offense Reports*

**REM-BOND-10 (Rev 12/2025)**

# REMISSION OF BOND FORFEITURE CHECKLIST

***Before submitting your application,** please ensure that you have complied with all application instructions and have reviewed the checklist information provided on this page. Incomplete applications will not be forwarded to the Texas Board of Pardons and Paroles for voting consideration.*

## Eligibility

Did you review your eligibility for clemency consideration by reviewing remission of bond forfeiture application instruction pages and board rules governing remission of bond forfeitures?

## Completing the Remission of Bond Forfeiture Application Form

Did you complete the application form as instructed? Review to ensure that you have complied with all instructions, including the following:

- (1) Type or print legibly in black or blue ink;
- (2) Do not alter the presentation of the application by reformatting or rewriting the form, and do not bind or staple the application;
- (3) Respond to all items, if necessary, using “N/A,” “Unknown,” “None,” or “Do not remember;”
- (4) For each adult conviction for which you are requesting a remission of bond forfeiture, complete application pages titled “Criminal History Information” and “Applicant’s Version” as instructed, with a complete and detailed Applicant’s Version of Offense with location, offense date, law enforcement agency involved, events leading up to the offense and your extent of involvement in the case;
- (5) Sign with your full name the application form with a date of signature.

## Certified Court Documentation

Did you provide appropriate certified court documentation (indictment/complaint/information, judgment & sentence) or clerk statement (fine/restitution paid) for **all convictions** for which you are requesting a remission of bond forfeiture? Refer to application instruction Page 2 of 2, Procedures for Obtaining Court Documentation, for detailed instructions.

## Offense/Arrest Reports

Did you provide offense reports for **all convictions** for which you are requesting a remission of bond forfeiture from the appropriate law enforcement agency? For example, if you were arrested by the Austin Police Department, you must request offense reports from that agency. If you were arrested by the Travis County Sheriff’s Department, you must contact that agency.

If unsure of the arresting agency, you may access public record information pertaining to criminal convictions and deferred adjudications by accessing the Texas Department of Public Safety (DPS) Crime Records Service website <https://www.dps.texas.gov/section/crime-records> or you may contact DPS to request assistance in acquiring criminal history information.

## Bond Forfeiture Documentation

Did you provide copies of the forfeited bond?

# TEXAS BOARD OF PARDONS AND PAROLES RULES



## Chapter 143. EXECUTIVE CLEMENCY

### Subchapter F. REMISSION OF FINES AND FORFEITURES

#### **RULE §143.73** Remission of Bond Forfeiture

The board will consider a recommendation to the governor to remit a bond forfeiture upon receipt of:

- (1) a written unanimous recommendation of the trial officials and the commissioner's court in the county of forfeiture to be furnished upon official letterhead of each official; or
- (2) a written application accompanied by the following:
  - (A) a letter setting out the necessity for the executive clemency.
  - (B) a certified copy of the final judgment of forfeiture;
  - (C) letters from trial officials on official letterhead setting out their attitude toward remitting the bond forfeiture;
  - (D) a recommendation of the commissioner's court of the county in which final judgment of forfeiture was entered, by certified copy of the court's order or on the official letterhead of the court or county judge;
  - (E) a sworn statement as to whether or not either of the sureties received a fee for making the bond or bail involved in this application; whether or not they are then, or have been in the past, engaged in making bail or appearance bonds for a fee or any consideration of value;
  - (F) a summary statement of the amount of assets and liabilities of the applicant, or applicants;
  - (G) a statement from the sheriff or county treasurer as to whether or not the judgment or any part thereof has been paid or satisfied in any manner on official letterhead of the appropriate official; and
  - (H) a statement, verified by the sheriff of the county of conviction, as to whether or not the principal is in custody, or has been tried for the criminal offense subsequent to his failure to appear.

#### **RULE §143.74. Request of Governor**

The Board shall consider a written request for remission of fine or forfeiture in any case upon the request of the Governor as authorized by Texas Government Code Section 508.050.