

**INSTRUCTIONS FOR APPLYING FOR ARKANSAS PROFESSIONAL  
BAIL BOND COMPANY LICENSE or BAIL BONDSMAN LICENSE**

**PURSUANT TO THE PROVISIONS OF ACT 1960 OF 2005 A PROFESSIONAL BAIL BOND  
COMPANY SHALL HAVE AT LEAST ONE OWNER OR PARTNER  
WHO HAS BEEN AN ARKANSAS LICENSED PROFESSIONAL BAIL BONDSMAN IN  
TWO OF THE THREE PRECEDING YEAR**

APPLICATION PACKETS MAY BE OBTAINED BY PHONE AT 501-682-9050  
BY MAIL AT 101 E. CAPITOL, ST 117, LITTLE ROCK, ARKANSAS 72201  
OR ONLINE AT WWW.BAILBONDSMAN.ARKANSAS.GOV

**BOND COMPANY LICENSE**

1. An applicant for a professional bail bond company license must be a company, registered and authorized to conduct business in Arkansas or an individual who is a resident of Arkansas and must complete company application Form B-1.
2. All owners, stockholders, members or partners must complete: (A) Form B-1A Information Sheet; (B) Arkansas State Police Identification Bureau Individual Record Check Form 122; and (C) submit two (2) Federal Bureau of Investigation form FD-258 fingerprint cards (these cards must be obtained from the Professional Bail Bond Board – no other fingerprint cards will be accepted)
3. A corporation shall file proof that its most recent annual franchise tax has been paid to the Secretary of State.
4. Financial statements on all owners, stockholders, members or partners must be provided.
5. An applicant for a professional bail bond company license shall file an irrevocable letter of credit from an Arkansas chartered bank or a certificate of deposit in the minimum amount of One Hundred Thousand dollars (\$100,000.00). The letter of credit must conform exactly to the form prescribed by the Board. (Appendix F) **If the certificate of deposit or assets securing the irrevocable letter of credit are not assets of the professional bail bond company, whether a corporation, partnership or sole proprietorship, the ownership of such assets and any agreements, whether written or verbal, between the owner of such assets and the bond company and/or its owners must be disclosed.**
6. A company financial statement prepared in accordance with standards established by the American Institute of Certified Public Accountants must be submitted with the application to establish the amount of unsecured bond commitment permitted for the professional bail bond company. The financial statement must be a review or audit if “net worth” is to be utilized in calculation of unsecured bond commitment according to Ark. Code Ann. §17-19-304.
7. At the time of application for every Professional Bail Bond Company license, a fee of Twenty-Five Hundred dollars (\$2,500.00) shall be paid. The application fee must be in the form of a cashier’s check or money order payable to: Arkansas Professional Bail Bondsman Licensing Board.

**BONDSMAN LICENSE**

8. To determine the competence of each applicant for a bail bondsman license, applicants must submit to and pass a written examination administered by the Board. There is a Twenty-five dollar (\$25.00) examination fee. Applicants must submit Form B-10, accompanied by a head and shoulder view photograph of the applicant, prior to scheduling the examination. The applicant must submit personal references from three (3) individuals on Form B-12 Agent Personal Reference Form
9. After successfully passing the examination, the bond company is responsible for completing and returning Form B-11-B along with the Qualifying Power of Attorney (Appendix D) and a specimen Power of Attorney. There is a One Hundred dollar (\$100.00) licensing fee (note: one agent license is included with a company license application.)

For Bail Bond Laws and Regulations refer to:  
Ark. Code Ann. §17-19-101 et seq. and  
Rules and Regulations of the Professional Bail Bondsman Licensing Board