

ELLIS COUNTY BAIL BOND BOARD COMPLAINT FILING INSTRUCTIONS

1. Submit Original and 12 copies of the Complaint Form to Krystal Valdez, Secretary of Bail Bond Board, at 109 S. Jackson, Waxahachie, TX 75165.
2. Complaint must state specific Code or rule that has been violated. Bail bond companies are regulated by the Texas Occupations Code, which may be viewed at any law library or on the internet at www.capitol.state.tx.us (Click on “Texas Statutes”). The Ellis County Bail Bond Board Rules may be viewed on the Ellis County Website at www.co.ellis.tx.us.
3. Complaint must be submitted at least 15 days prior to the Bail Bond Board meeting at which it will be considered (for notification purposes).
4. Complainant or Complainant’s representative must appear at the Bail Bond Board meeting at which complaint will be considered to present the complaint to the board members.
5. Attached to the Complaint Form is a copy of the rules regarding evidence and procedures at complaint hearings.