

**BAIL AGENT/RECOVERY AGENT
INDIANA EXAMINATION CONTENT OUTLINE
60 QUESTIONS TOTAL
REVISED 12.01.2006**

**Legal References: IC 27-1-1&2, IC 27-10, 760 IAC 1-6.2, and RL 35-33
& 41**

I. DEPARTMENT OF INSURANCE (2 QUESTIONS)

- A. Commissioner's Powers and Duties
- B. Admitted Insurers
- C. Insurer Deposits
- D. Department Investigator
- E. Bail Bond Enforcement & Administration Fund

**II. BAIL AGENT & RECOVERY AGENT LICENSING &
REGULATIONS (18 QUESTIONS)**

- A. Qualifications
- B. Prelicensing Educational requirements
- C. Examination Fees
- D. Registration of Bail Agent License with Circuit Court
- E. License Renewal and Expiration
- F. Continuing Education
- G. Change of Address
- H. Denial, Suspension, or Revocation of License & Disciplinary
Actions/Penalties
- I. Appointment and Termination of Appointment
- J. Discontinuance of Business/Return of License
- K. Persons Excluded from Acting as Bail Agents/Recovery Agents

III. KEY DEFINITIONS

(5 QUESTIONS)

- A. Acquit
- B. Appeal
- C. Arraignment
- D. Bail Agent
- E. Bail Bond
- F. Collateral
- G. Commissioner
- H. Custody
- I. Defendant
- J. Extradition
- K. Felony
- L. Fugitive
- M. Indemnification
- N. Insurance
- O. Indictment
- P. Insurer
- Q. Lien
- R. Misdemeanor
- S. Power of Attorney
- T. Property bond
- U. Premium
- V. Surety
- W. Real property
- X. Recognizance
- Y. Revocation
- Z. Recovery Agent
- AA. Risk
- BB. Soliciting business
- CC. Transfer fee
- DD. Undertaking
- EE. Warrant

IV. BAIL BOND BASICS (17 QUESTIONS)

- A. Purpose
- B. Surety bond types
 - A. Bail
 - B. Appearance
 - C. Appeal
 - D. Cash
 - E. Property
- C. Parties to a Surety bond
 - A. Principal
 - B. Obligee
 - C. Surety/Guarantor
- D. Indemnification Agreements/Surety Contracts
- E. Bail Agent & Insurer's Power of Attorney
- F. Duties of a Bail Agent/Recovery Agent
- G. Access to Jails
- H. Bond Process
 - A. Application for bond
 - B. The Surety contract
 - C. Obligations of the parties
 - D. Amount of bail
 - E. Collateral security
 - F. Receipts
 - G. Posting the bond/Recordings
 - H. Informational notice requirements

- I. Court Procedures
 - A. Court appearance
 - B. Arraignment
 - C. Trial
 - D. Appeal
 - E. Conditions for release
 - F. Failure to appear
 - G. Revocation of bail

- J. Release of Surety

- K. Surrender of Principal
 - A. Return of premium
 - B. Return of collateral

- L. Bond Forfeiture
 - A. Disposal of funds
 - B. Time limit for appeals
 - C. Penalty assessments & timing

- V. BAIL AGENT/RECOVERY AGENT PRACTICES & PROCEDURES (10 QUESTIONS)**

- A. Use of Recovery Agents
 - Duties of a Recovery Agent
 - Relationship to the Bail Agent
 - Prohibited conduct
 - Compensation

- B. Insurer Deposits

- C. Soliciting Business-Prohibited conduct

- D. Attorney Referrals

- E. Practice of Law

- F. Failure to Collect Full Premium

- G. Signing a Bond in Blank
- H. Maintaining Records
- I. Soliciting Without a License
- J. Prohibition Against Gifts

VI. LAW ENFORCEMENT PRINCIPLES (8 QUESTIONS)

- A. Who May Make An Arrest
 - Law enforcement officers
 - Judges
 - Coroners
 - Citizen's arrest
- B. Surety Qualifications
- C. Surrender of Defendants
- D. Apprehension of Defendants
- E. Notice of Trial or Hearing
- F. Failure of Defendant to Appear
- G. Breach of Undertaking
- H. Use of Force to Protect Person or Property
- I. Reasonable belief
- J. Use of Force Relating to Surrender or Escape
- K. Bail bond enforcement and administration

END REVISED 12.01.2006