

# BOND PROTOCOL

## General Rules

- **RECONSIDERATION/REDUCTION.** Will be scheduled with Judge who last heard the bond petition. (NOTE: *Not always same as assigned J-position or even judge who signed order. Judge of Week signed orders for judges working remotely in early days of Pandemic.*)
- **ALL OTHER BOND PETITIONS.** All other matters will be scheduled for the next available bond hearing session regardless of J position assignment.
- **TIME PERIODS.** Unless specifically agreed between counsel, the 48-hour rule remains in effect.
- **IDENTIFYING AND CONTACTING ATTORNEYS FOR BOND HEARINGS.** Attorneys must provide their contact information for video or audio-only hearing to the admin of the assigned judge at least 24 hours ahead of the hearing (or sooner if possible).

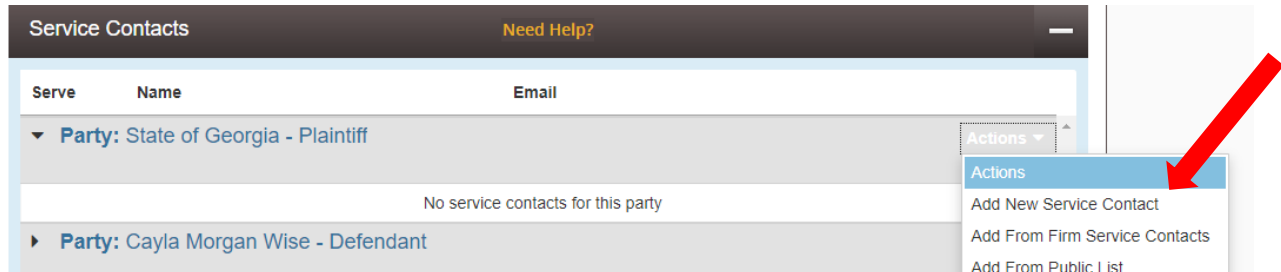
## BONDS FOR RECONSIDERATION/REDUCTION

- Defense counsel will utilize the attached Petition for Bond Reconsideration/Reduction, ensuring that the information regarding the Judge who last heard the case is appropriately indicated.
- Defense counsel will e-file through eFileGA, selecting “**EFileAndServe**” as the Filing Type and including [DABondNotice@chathamcounty.org](mailto:DABondNotice@chathamcounty.org) in the “Courtesy Copies” field.

The screenshot shows the eFileGA interface for filing a document. The title bar reads "Filings" and "Need Help?". The main heading is "Enter the details for this filing". The form contains the following fields:

- Filing Type:** A dropdown menu with "EFileAndServe" selected. A red arrow points to this field.
- Filing Code:** A dropdown menu with "Motion -" selected.
- Filing Description:** A text input field containing "Petition for Bond Reconsideration".
- Client Reference Number:** An empty text input field.
- Comments to Court:** An empty text input field.
- Courtesy Copies:** A text input field containing the email address "DABondNotice@chathamcounty.org". A red arrow points to this field.

- Before submitting, defense counsel will review the Service Contacts listed in eFileGA. Defense counsel and the ADA may already be listed as Service Contacts on the case. If one or both are not listed, defense counsel will add the missing Service Contact(s). Once a Service Contact is added to a case in eFileGA, that contact will automatically receive notifications from eFileGA of all filings in that case going forward.



- Clerk will accept the e-filing, place the case into the next available timeslot for a bond hearing before the Judge who last heard the case, and eFileGA will send an email back to defense counsel.
- The parties' notice of bond hearing date:  
Provided that defense counsel and the ADA are listed as Service Contacts and [DABondNotice@chathamcounty.org](mailto:DABondNotice@chathamcounty.org) is listed in the Courtesy Copies field, all will automatically receive an email from eFileGA once the Clerk accepts the filing. This is your notice. To view the hearing date and time, open the email and click on the blue "Download Document" link at the bottom of the email. This will open a file-stamped copy which will include hearing date and time information.

## BONDS IN INDICTED/ACCUSED CASES

- Defense counsel will e-file through eFileGA, selecting “EFileAndServe” as the Filing Type and including [DABondNotice@chathamcounty.org](mailto:DABondNotice@chathamcounty.org) in the “Courtesy Copies” field.

The screenshot shows the 'Filings' form in eFileGA. The 'Filing Type' dropdown is set to 'EFileAndServe' and the 'Filing Code' dropdown is set to 'Motion -'. The 'Filing Description' field contains 'Petition for Bond'. The 'Courtesy Copies' field contains 'DABondNotice@chathamcounty.org'. Two red arrows point to the 'Filing Type' and 'Courtesy Copies' fields.

- Before submitting, defense counsel will review the Service Contacts listed in eFileGA. Defense counsel and the ADA may already be listed as Service Contacts on the case. If one or both are not listed, defense counsel will add the missing Service Contact(s). Once a Service Contact is added to a case in eFileGA, that contact will automatically receive notifications from eFileGA of all filings in that case going forward.

The screenshot shows the 'Service Contacts' table in eFileGA. The table has columns for 'Serve', 'Name', and 'Email'. There are two parties listed: 'Party: State of Georgia - Plaintiff' and 'Party: Cayla Morgan Wise - Defendant'. A red arrow points to the 'Actions' dropdown menu for the 'Party: State of Georgia - Plaintiff' row, which is open and shows options: 'Add New Service Contact', 'Add From Firm Service Contacts', and 'Add From Public List'.

- Clerk will accept the e-filing, place the case into the next available timeslot for a bond hearing and eFile GA will send email receipt back to defense counsel.
- The parties’ notice of bond hearing date:

Provided that defense counsel and the ADA are listed as Service Contacts and [DABondNotice@chathamcounty.org](mailto:DABondNotice@chathamcounty.org) is listed in the Courtesy Copies field, all will automatically receive an email from eFileGA once the Clerk accepts the filing. This is your notice. To view the hearing date and time, open the email and click on the blue “Download Document” link at the bottom of the email. This will open a file-stamped copy which will include hearing date and time information.

## **BOND IN UNINDICTED/UNACCUSED CASES**

- Defense counsel will email the petition to all three case managers at: [jveasley@chathamcounty.org](mailto:jveasley@chathamcounty.org); [slcribbs@chathamcounty.org](mailto:slcribbs@chathamcounty.org) and [pskelley@chathamcounty.org](mailto:pskelley@chathamcounty.org).
- The case manager will place it into the Superior Court SPUNS Document queue for the Clerk to give the case a SPUN number/assignment.
- Clerk will place the case into the next available timeslot for a bond hearing and send the filed-in SPUN bond petition with date/time back to the three case managers.
- The parties' notice of bond hearing date:

The Case Manager will forward the filed SPUN petition with bond hearing date/time to Defense Attorney and the Defense Attorney will serve the District Attorney's office with notice.

**Special Information for Administrative Assistants:** You will need to build out dates and times in Odyssey during your judge's criminal rotation week, working together with other team members (J1/3/5 or J2/4/6) to avoid attorney conflicts to the extent possible.

**Special Information for Case Managers:** For unindicted cases, you will be receiving the petition via email so that a SPUN can be generated. There is NO need to print and NO need to personally bring to the Clerk's Office. Instead, please place it in the Odyssey queue for filing.

**IN THE SUPERIOR COURT OF CHATHAM COUNTY  
STATE OF GEORGIA**

**STATE OF GEORGIA** )  
 )  
 v. ) \_\_\_\_\_  
 )  
 )  
 \_\_\_\_\_, )  
 **Defendant.** )

**DEFENDANT’S MOTION FOR RECONSIDERATION/REDUCTION OF BOND  
ORDER DATED \_\_\_\_\_ HEARD BY JUDGE \_\_\_\_\_**

COMES NOW \_\_\_\_\_, Defendant in the above-styled case, through undersigned counsel, and petitions the Court to set or reduce bail for the Defendant. Bond in this case was previously heard by Judge \_\_\_\_\_ on \_\_\_\_\_, 2020.

Respectfully submitted this \_\_\_ day of \_\_\_\_\_, 2020.

Address: Phone: Email:
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\_\_\_\_\_  
Attorney for Defendant  
Georgia Bar Number:

**RULE NISI**

Please take notice that the foregoing Petition has been scheduled for hearing before the Honorable \_\_\_\_\_, Judge, on the \_\_\_\_\_ day of \_\_\_\_\_, 2020, at \_\_\_\_\_ a.m./p.m.

This \_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Attorney for Defendant, GA Bar No:

**CERTIFICATE OF SERVICE**

This is to certify that I have this date served the Chatham County District Attorney’s Office via electronic filing.

Respectfully submitted this \_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Attorney for Defendant, GA Bar No:

Motion for Reconsideration of Bond Order Heard by Judge \_\_\_\_\_ on

**IN THE SUPERIOR COURT OF CHATHAM COUNTY  
STATE OF GEORGIA**

**STATE OF GEORGIA** )  
 ) \_\_\_\_\_  
 v. )  
 )  
 \_\_\_\_\_, )  
 )  
 **Defendant.** )

**ORDER ON RECONSIDERATION/REDUCTION OF BOND ORDER DATED \_\_\_\_\_  
HEARD BY JUDGE \_\_\_\_\_**

With Defendant named above having petitioned this Court by his/her MOTION FOR BOND RECONSIDERATION/REDUCTION, it is hereby ordered that his/her motion is:

\_\_\_\_\_ **GRANTED**, with a new bail amount set in the sum of \_\_\_\_\_ with the following conditions:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ **DENIED**, for the following reason(s):

\_\_\_\_\_  
\_\_\_\_\_

So ordered this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

Order prepared by:  
Attorney for Defendant  
GA Bar No.  
Address:

Email:

\_\_\_\_\_  
Judge  
Chatham County Superior Court, EJC, GA