

NOTICE

Law Department Advisory Regarding Surety Bond Review and Approval

July 1, 2020

Please be advised that, due to the COVID-19 pandemic, the City of Detroit Law Department will no longer accept **hand delivered or mailed** surety bonds and related documents for review.

DO NOT WAIT IN THE LAW DEPARTMENT LOBBY FOR YOUR BOND TO BE REVIEWED.

Online Submission Procedure:

To submit a surety bond or related document for review, please go to the following link and follow the prompts to upload your documents: <https://bit.ly/2AOmQY0>

1. If the document is approved, you will receive an email with the approved document from Delphine Beauford, Legal Assistant – Transactions and Economic Development Division.
2. If the document is rejected, you will receive an email from the assigned attorney detailing what needs to be corrected. Please respond to the attorney's email with the corrected documents. **Do not submit corrected documents through the link above.**
3. Please submit documents to be reviewed at least a week before you need them for licenses or permits. Law Department attorneys are working on a reduced schedule. We will do our best to review the documents submitted within 48 hours.

PLEASE NOTE: THE ATTORNEYS WHO REVIEW BONDS ARE WORKING REMOTELY AND ARE NOT LOCATED IN CAYMC.