

STATE OF RHODE ISLAND

DISTRICT COURT

ADMINISTRATIVE ORDER 2025 – 01

**RE: In accordance with Administrative Order 2025-01
Clerks Authorized to Approve and Sign Bail Affidavits
Effective April 1, 2025**

Pursuant to the provisions of Chapter 361 of the Public Laws of 1998, Court Staff in the grade of a twenty-six (26) and above are hereby authorized to approve and sign bail affidavits, form CC-4 (revised March 2025), required for the posting of a surety bail in the District Court in accordance with General Laws of Rhode Island § 12-13-8 (b). This Order only applies to when court is not in session. Staff allowed to perform this service must be on the approved list compiled by the District Court Administrative Office.

For the purposes of Notarizing a Bail Affidavit, any Clerk Commissioned by the State of Rhode Island may sign the Notary Public portion of the affidavit.

Entered as an Order of this Court on this 31st day of March 2025.

Enter:

**/s/ Jeanne E. LaFazia
Chief Judge**

Order:

**/s/ Jamie Hainsworth
Administrator**