

## APPENDIX B

### PUBLIC OFFICERS' BONDS

This Appendix to Ohio Compliance Supplement Chapter 7 lists public officers' bonding requirements for county, city, township, school, and library officials. (Chapter 7 lists the bonding requirements for certain other public officials.)

Please keep the following in mind:

- 1     Bond required by ordinance: The Appendix lists only those municipal officers who are required by statute to give a bond. Other municipal officers may be required to give bond by ordinance passed by the municipal corporation's legislative authority. Ohio Rev. Code §§733.69 through 733.71, provide guidance on this matter. All municipal officers who must give bond by ordinance must do so before entering upon the duties of office, unless the code provides otherwise. Such bonds are prepared by the law director (or village solicitor) and are filed with the municipal auditor (or clerk). The legislative authority determines the amount of the bond, with the mayor's approval. (The mayor's bond is approved by the legislative authority.) All such official bonds are conditional upon the faithful performance of the duties of office.
- 2     Bonds of certain county employees: In addition to the bond requirements for county officers listed in the Appendix, Ohio Rev. Code Section 325.17 authorizes certain county officers (auditor, treasurer, probate judge, sheriff, clerk of courts, engineer and recorder) to appoint and employ the necessary assistants, clerks and deputies to manage the business of the office. Each officer may, at his discretion, require these employees to give bond to the state. The amount is fixed by the officer, the surety is approved by him, and the bond is conditioned for the faithful performance of the employee's official duties. All such bonds are filed with the county treasurer.

Some individuals who must give bond may be covered under a blanket bond. Others must obtain a bond in the individual's name only. Where it is provided by statute that an officer shall file a bond before entering upon the discharge of the duties of the office, that bond must be an individual official bond. If the requirement is not included in the statute, then an umbrella or blanket bond will satisfy the bonding requirement. 1965 Op. Atty. Gen. No. 65-087.

## Table of Contents

### *County:*

Building Commissioner .....	4
Commissioner .....	5
Prosecuting Attorney .....	6
Sheriff .....	7
Coroner .....	8
Engineer .....	9
Recorder .....	10
Auditor .....	11
Treasurer .....	12
Director of County Department of Job and Family Services .....	13
County Dog Warden .....	14
County Park Commissioner .....	15
Clerk of County Court .....	16
Probate Judge .....	17
Clerk of Juvenile Court .....	18
County Juvenile Rehabilitation Facility Superintendent .....	20
Bailiff of Court of Common Pleas .....	21
Clerk of Court of Common Pleas .....	22
Executive Director of County Children Services .....	23
Superintendent/Administrator of County Home .....	25
County Bridge Commissioner .....	26

### *City:*

Treasurer of Municipal Corporation .....	27
Auditor (or Clerk) of Municipal Corporation .....	28
City Manager .....	29
Sealer of Weights and Measures .....	30
Public Utility Board Member .....	31
Trustee of Municipal Sinking Fund .....	32
Rapid Transit Commissioner .....	33
Trustee of Municipal Hospital .....	34
Trustee of Municipal Park .....	35
Clerk of Municipal Court .....	36
Bailiff of Municipal Court .....	37
City Bridge Commissioner .....	38

### *Township:*

Township Trustee .....	39
Township Fiscal Officer .....	40
Township Constable .....	41
Township Park District Employees .....	42
Township Zoning Inspector .....	43
Township Highway Superintendent .....	44

### *School:*

Treasurer of Board of Education .....	45
---------------------------------------	----

Business Manager of Board of Education.....	46
Public School Bus Driver.....	47

***Library:***

Clerk of Board of Library Trustees.....	48
Deputy Clerk of Board of Library Trustees.....	49

Note: Ohio Compliance Supplements prior to 2006 included bonding requirements for the *Trustee of a County Hospital* and the *Administrator of a County Hospital*. However, those Ohio Revised Code bonding requirements no longer apply for these two public officers.

**COUNTY BUILDING COMMISSIONER**

STATUTORY REFERENCES:	Ohio Rev. Code Sections 153.24 and 153.21
BOND GIVEN TO:	State of Ohio.
AMOUNT OF BOND:	In the same amount as required of members of the Board of County Commissioners.
GIVEN WITH/SIGNED BY:	A surety or bonding company authorized to do business in this State and approved by the judge of Court of Common Pleas.
CONDITIONED UPON:	The faithful and honest discharge of the duties of office.
FILED/DEPOSITED WITH:	County Treasurer.
BOND PAID BY:	County
APPROVED BY:	Judge of the Court of Common Pleas.
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the discharge of the duties of office.
COMMENTS:	A county building commission is neither mandatory nor permanent, but exists only when created pursuant to Ohio Rev. Code Section 153.21.

**COUNTY COMMISSIONER**

STATUTORY REFERENCE:	Ohio Rev. Code Section 305.04.
BOND GIVEN TO:	State of Ohio.
AMOUNT OF BOND:	Not less than \$5,000.
GIVEN WITH/SIGNED BY:	A bonding or surety company authorized to do business in this State, or two or more freeholders having real estate in the value of double the amount of the bond (over and above all encumbrances). If a bond/surety company is used, it must be approved by the probate judge of the county.
CONDITIONED UPON:	Faithful discharge of the official duties of the office, and for the payment of any loss or damage that the county may sustain by reason of the bonded official's failure in performing his duties.
FILED/DEPOSITED WITH	County Treasurer.
BOND PAID BY:	Board of County Commissioners, charged to the general fund of the county.
APPROVED BY:	Probate judge of the county.
TERM OF BOND	Tenure of office.
WHEN GIVEN:	Before entering upon the discharge of official duties.

**PROSECUTING ATTORNEY**

STATUTORY REFERENCES:	Ohio Rev. Code Section 309.03, 309.11 (official bond); Ohio Rev. Code Section 325.12(D) (FOJ Bond).
BOND GIVEN TO:	State of Ohio.
AMOUNT OF BOND	Not less than \$1,000 in amount fixed by the Court of Common Pleas or the Probate Court (official bond); Not less than official salary, to be fixed by the Court of Common Pleas or Probate Court (FOJ bond).
GIVEN WITH/SIGNED BY:	Official bond: a bonding or surety company authorized to do business in this State, or two or more freeholders having real estate in the value of double the amount of the bond (over and above all encumbrance). If a bonding/surety company is used, it must be approved by the Court of Common Pleas or the Probate Court. FOJ bond: a surety approved either by the Court of Common Pleas or Probate Court.
CONDITIONED UPON:	Faithful discharge of the official duties, and to pay over all monies received by him in his official capacity.
FILED/DEPOSITED WITH:	County Treasurer.
BOND PAID BY:	Official bond: Board of County Commissioners, charged to the Faithful discharge of the official duties, and to pay over all general fund of the County.
APPROVED BY	The Court of Common Pleas or the Probate Court.
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the discharge of official duties (official bond); before payment of FOJ monies (FOJ bond).
COMMENTS:	The Prosecuting Attorney prepares, in legal form, the bonds of all other county officers. Ohio Rev. Code Section 309.11. He must insure that all bonds are accepted, signed, indorsed and deposited with the proper officer. <u>No bond shall be accepted or approved for any county officer until the prosecuting attorney has inspected it and certified it to be sufficient.</u>

**COUNTY SHERIFF**

STATUTORY REFERENCES:	Ohio Rev. Code Section 311.02 (official bond); Ohio Rev. Code Section 325.071 (FOJ bond).
BOND GIVEN TO:	State of Ohio.
AMOUNT OF BOND:	Not less than \$5,000 nor more than \$50,000, in an amount to be fixed by the Board of County Commissioners (official bond); not less than official salary, to be fixed by the Court of Common Pleas or Probate Court (FOJ bond).
GIVEN WITH/SIGNED BY:	Official bond: a bonding or surety company authorized to do business in this State, or two or more freeholders having real estate in the value of double the amount of the bond (over and above all encumbrances). If a bonding/surety company is used, it must be approved by the Board of County Commissioners. FOJ bond: a surety approved either by the Court of Common Pleas or the Probate Court.
CONDITIONED UPON:	Faithful performance of all duties (official bond); Faithful discharge of all official duties and to pay over all monies received by him in his official capacity (FOJ bond)
FILED/DEPOSITED WITH:	County Auditor (official bond); County Treasurer (FOJ bond).
BOND PAID BY:	Board of County Commissioners, charged to the general fund of the County.
APPROVED BY:	Board of County Commissioners (official bond), the Court of Common Pleas or the Probate Court (FOJ bond).
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Within 10 days after receiving his commission and before the first Monday of January next after his election (official bond); before payment of FOJ monies (FOJ bond).
COMMENTS:	<p>The Board of County Commissioners may require the Sheriff, at any time during his term of office, to give additional sureties on his official bond, or to give a new bond.</p> <p>No judge or clerk of any court or attorney at law shall be a surety (act as a guarantor) on a sheriff's bond.</p> <p>If a sheriff fails to give timely bond, or fails to give additional sureties on such bond (or a new bond) within 10 days after he has received notice that the Board so requires, the Board shall declare the office of such sheriff vacant.</p>

**COUNTY CORONER**

STATUTORY REFERENCE:	Ohio Rev. Code Section 313.03.
BOND GIVEN TO:	State of Ohio.
AMOUNT OF BOND:	Not less than \$5,000 nor more than \$50,000 in an amount to be fixed by the Board of County Commissioners.
GIVEN WITH/SIGNED BY:	A bonding or surety company authorized to do business in this State, or two or more freeholders having real estate in the value of double the amount of the bond (over and above all encumbrances). If a bonding/surety company is used, it must be approved by the Board of County Commissioners.
CONDITIONED UPON:	Faithful performance of the official duties of office.
FILED/DEPOSITED WITH:	County Auditor.
BOND PAID BY:	Board of County Commissioners, charged to the general fund of the County.
APPROVED BY:	Board of County Commissioners.
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the duties of office.
COMMENTS:	<p>The Board of County Commissioners may require the coroner, at any time during his term of office, to give additional sureties on his bond, or to give a new bond.</p> <p>No judge or clerk of any court or attorney at law shall be a surety (act as a guarantor) on a coroner's bond.</p> <p>If a coroner fails to give timely bond, or fails to give additional sureties on such bond (or a new bond) within 10 days after he has received notice that the board so requires, the board shall declare the office of such coroner vacant.</p>

**COUNTY ENGINEER**

STATUTORY REFERENCE:	Ohio Rev. Code Section 315.03.
BOND GIVEN TO:	State of Ohio.
AMOUNT OF BOND:	Not less than \$2,000 nor more than \$10,000, in an amount to be fixed by the Board of County Commissioners.
GIVEN WITH/SIGNED BY:	A bonding or surety company authorized to do business in this State, or two or more freeholders having real estate in the value of double the amount of the bond (over and above all encumbrances). If a bonding/surety company is used, it must be approved by the Board of County Commissioners.
CONDITIONED UPON:	Faithful performance of the official duties of office.
FILED/DEPOSITED WITH:	County Treasurer.
BOND PAID BY:	Board of County Commissioners, charged to the general fund of the County.
APPROVED BY:	Board of County Commissioners.
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the duties of office.

**COUNTY RECORDER**

STATUTORY REFERENCE:	Ohio Rev. Code Section 317.02.
BOND GIVEN TO:	State of Ohio.
AMOUNT OF BOND:	Not less than \$10,000, in an amount to be fixed by the Board of County Commissioners.
GIVEN WITH/SIGNED BY:	A bonding or surety company authorized to do business in this State, or two or more freeholders having real estate in the value of double the amount of the bond (over and above all encumbrances). If a bonding/surety company is used, it must be approved by the Board of County Commissioners.
CONDITIONED UPON:	Faithful discharge of the official duties of office.
FILED/DEPOSITED WITH:	County Treasurer.
BOND PAID BY:	Board of County Commissioners, charged to the general fund of the County.
APPROVED BY:	Board of County Commissioners.
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the duties of office.

**COUNTY AUDITOR**

STATUTORY REFERENCE:	Ohio Rev. Code Section 319.02.
BOND GIVEN TO:	State of Ohio.
AMOUNT OF BOND:	Not less than \$5,000 nor more than \$20,000, in an amount to be fixed by the Board of County Commissioners.
GIVEN WITH/SIGNED BY:	A bonding or surety company authorized to do business in this State, or two or more freeholders having real estate in the value of double the amount of the bond (over and above all encumbrances). If a bonding/surety company is used, it must be approved by the Board of County Commissioners.
CONDITIONED UPON:	Faithful discharge of the official duties of office.
FILED/DEPOSITED WITH:	County Treasurer.
BOND PAID BY:	Board of County Commissioners, charged to the general fund of the County.
APPROVED BY:	Board of County Commissioners.
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon of the duties of office.
COMMENTS:	If an auditor-elect fails to give bond on or before the day on which he is required to take possession of his office, such office shall become vacant.

**COUNTY TREASURER**

STATUTORY REFERENCE: Ohio Rev. Code Section 321.02.

BOND GIVEN TO: State of Ohio.

AMOUNT OF BOND: Given in such sum as the Board of County Commissioners shall direct.

GIVEN WITH/SIGNED BY: With a bonding or surety company authorized to do business in this State. The bonding/surety company must be approved by the Board of County Commissioners.

CONDITIONED UPON: Payment of all monies which come into his hands for state, county, township and other purposes.

FILED/DEPOSITED WITH: County Auditor.

BOND PAID BY: Board of County Commissioners, charged to the general fund of the County.

APPROVED BY: Board of County Commissioners.

TERM OF BOND: Term of office.

WHEN GIVEN: On or before the day of the commencement of the official term of office and before entering upon the discharge of the duties of office.

COMMENTS: When, in the opinion of a majority of the members of the Board of County Commissioners, the sureties have become insufficient, such Board may require the Treasurer to give additional sureties on his previously accepted bond. When in its opinion more money has passed or is about to pass the hands of the Treasurer than is or would be covered by his bond, the Board may demand and receive from such Treasurer an additional bond, payable and conditioned as required for the original bond, with such sureties and in such sum as it directs. If a Treasurer fails or refuses to give such additional sureties or bond for 10 days from the day on which the Board so requires, his office shall be vacant and another treasurer appointed as in other cases of vacancy.

A Treasurer's bond must be entered in full on the record of proceedings of the Board of County Commissioners on the day when accepted or approved by it.

If a person elected to the office of Treasurer fails to give bond, as required, on or before the day of the commencement of his official term, the office shall become vacant.

**DIRECTOR OF COUNTY**  
**DEPARTMENT OF JOB AND FAMILY SERVICES**

STATUTORY REFERENCE:	Ohio Rev. Code Section 329.01.
BOND GIVEN TO:	State of Ohio.
AMOUNT OF BOND:	In such sum as fixed by the Board of County Commissioners.
GIVEN WITH/SIGNED BY:	A bonding or surety company authorized to do business in this State and approved by the Board of County Commissioners.
CONDITIONED UPON:	Faithful performance of the duties of office.
FILED/DEPOSITED WITH:	County Treasurer.
BOND PAID BY:	From the appropriation for administrative expenses of the County Department of Welfare.
APPROVED BY:	Board of County Commissioners.
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the discharge of the duties of office.
COMMENTS:	The director may require any assistant or employee under his jurisdiction to give bond. Requirements for all such bonds are the same as above.

**COUNTY DOG WARDEN**

STATUTORY REFERENCES:	Ohio Rev. Code Sections 955.12, 3929.14, and 3929.17.
BOND GIVEN TO:	State of Ohio.
AMOUNT OF BOND:	Not less than \$500, and not more than \$2,000, as set by the Board of County Commissioners.
GIVEN WITH/SIGNED BY:	A surety or bonding company authorized to do business in this State. (3929.14)
CONDITIONED UPON:	Faithful performance of the duties of office.
FILED/DEPOSITED WITH:	County Auditor.
BOND PAID BY:	Board of County Commissioners from County funds. (3929.17)
APPROVED BY:	Board of County Commissioners.
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	No statutory direction.
COMMENTS:	<p>The statute requires the same bond as above for all deputy wardens.</p> <p>The bond or bonds given under this statute may, in the discretion of the Board of County Commissioners, be <u>individual or blanket bonds</u>.</p>

**COUNTY PARK COMMISSIONER**

STATUTORY REFERENCES: Ohio Rev. Code Sections 1545.05, 1545.13, 3929.14 and 3929.17.

BOND GIVEN TO: State of Ohio.

AMOUNT OF BOND: \$5,000.

GIVEN WITH/SIGNED BY: A surety or bonding company authorized to do business in this State. (3929.14)

CONDITIONED UPON: The faithful performance of the duties of office.

FILED/DEPOSITED WITH: County Auditor.

BOND PAID BY: The County. (3929.17)

APPROVED BY: County Auditor.

TERM OF BOND: Tenure of office.

WHEN GIVEN: Before entering upon the performance of the duties of office.

COMMENTS: The board of park commissioners may hire employees to act as rangers and patrollers. Such employees, having the powers of police officers within and adjacent to the lands under the jurisdiction and control of the board, must give bond to the state in such sum as the board prescribes, "before exercising such powers." Ohio Rev. Code Section 1545.13.

**CLERK OF COUNTY COURT**

STATUTORY REFERENCES:	Ohio Rev. Code Sections 1907.20(A), 1907.20(E)(1), 1907.20(F)(1), 1907.20(F)(2), 3929.14 and 3929.17.
BOND GIVEN TO:	State of Ohio.
AMOUNT OF BOND:	Not less than \$5,000, in an amount to be fixed by the Board of County Commissioners.
GIVEN WITH/SIGNED	BY: A surety or bonding company authorized to do business in this State. (3929.14)
CONDITIONED UPON:	Faithful performance of the duties of office.
BOND PAID BY:	Board of County Commissioners. (See Ohio Rev. Code Section 3929.17).
APPROVED BY:	We recommend the approval of the Board of County Commissioners. (See Ohio Rev. Code Section 3929.17).
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the duties of office.
COMMENTS:	<p>The Clerk of Courts (i.e., the Clerk of the Court of Common Pleas) shall also serve as the Clerk of County Courts, except that the Board of County Commissioners may, with the concurrence of the County Court Judge, appoint a clerk for each such County Court Judge. Such appointed clerks serve at the pleasure of the Board of County Commissioners. Where the Clerk of Courts also serves as the Clerk of the County Court, <u>no additional bond is required</u> (i.e., the bond given pursuant to Section 2303.02 is deemed sufficient). The above requirements pertain only to <u>appointed</u> clerks.</p> <p>In county court districts having appointed clerks, <u>deputy clerks</u> may be appointed by the Board of County Commissioners. The clerk may require any deputy clerk to give bond of not less than \$3,000. See Ohio Rev. Code §1907.20(E)(1). In county court districts having appointed clerks, the Board of County Commissioners may order the establishment of one or more branch offices of the clerk and may, with the concurrence of the County Court Judge, appoint a special deputy clerk to administer each branch office. The board may require any such special deputy clerk to give bond of not less than \$3,000. See Ohio Rev. Code §1907.20(F)(1).</p> <p>A Clerk of Courts acting as Clerk of County Court may establish one or more branch offices for his duties as such Clerk and may, with the concurrence of the County Court Judge, appoint a special deputy clerk to administer each branch office. The Clerk may require any such special deputy clerk to give bond of not less than \$3,000. See Ohio Rev. Code §1907.20(F)(2).</p>

**PROBATE JUDGE**

STATUTORY REFERENCES:	Ohio Rev. Code Sections 2101.03, 2101.06, 2101.11(A)(1), 2101.11(C), 3929.14 and 3929.17
BOND GIVEN TO:	State of Ohio.
AMOUNT OF BOND:	Not less than \$5,000.
GIVEN WITH/SIGNED BY:	The statute states only that bond shall be given with "sufficient surety." Therefore, it would appear that Section 3929.14 would control, i.e., a bonding or surety company authorized to do business in this State.
CONDITIONED UPON:	That the Probate Judge faithfully pay over all monies received by him in his official capacity; that he enter and record the orders, judgments and processing of the court; and, that he faithfully and impartially perform all the duties of his office.
FILED/DEPOSITED WITH:	County Treasurer.
BOND PAID BY:	Board of County Commissioners. See Ohio Rev. Code §3929.17.
APPROVED BY:	Board of County Commissioners. (In the absence from the county of two or more of the members of the board, the bond shall be approved by the County Auditor and County Recorder.)
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the discharge of the duties of office.
COMMENTS:	<p>As the state of business in the office of the Probate Judge renders it necessary, the Board of County Commissioners may require additional bond.</p> <p>The Probate Judge, upon motion of a party or his own motion, may appoint a <u>special master commissioner</u> in any matter pending before such judge. The judge may require any such commissioner to execute a bond to the state in such sum as the court directs, with surety approved by the Court, and bond filed in the Court. See Ohio Rev. Code Section 2101.06.</p> <p>Probate Judges are authorized by statute to appoint <u>deputy clerks, stenographers, a bailiff</u> and any other <u>necessary employees</u>. [2101.11(A)(1)] The judge may require any employee/appointee to give bond of not less than \$1,000. The sureties shall be approved in the same manner as those of the judge. See Ohio Rev. Code Section 2101.11(C).</p>

**CLERK OF JUVENILE COURT**

(NOTE: Whenever the Courts of Common Pleas, Division of Domestic Relations, exercise the powers and jurisdiction conferred in Ohio Rev. Code Sections 2151.01, to 2151.54, or whenever the Juvenile Judge, or a majority of the juvenile judges of a multi-judge juvenile division, of a Court of Common Pleas, Juvenile Division and the Clerk of the Court of Common Pleas agree in an agreement that is signed by the Judge and the Clerk of Courts of Common Pleas shall keep the records of such costs. In all other cases, the Juvenile Judge shall be the Clerk of his own Court. The following requirements pertain only to counties where the judge acts as his own clerk.)

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STATUTORY REFERENCES:	Ohio Rev. Code Sections 2151.12, 2151.13, 3929.17, 2153.08 and 2153.10
BOND GIVEN TO:	State of Ohio, the county, or any person who may suffer loss by reason of a default in any of the conditions of the bond.
AMOUNT OF BOND:	A sum to be determined by the Board of County Commissioners.
GIVEN WITH/SIGNED BY:	A bonding or surety company licensed to do business in this State, and approved by the Board of County Commissioners.
CONDITIONED UPON:	The faithful performance of the duties of office as clerk.
FILED/DEPOSITED WITH:	County Treasurer.
BOND PAID BY:	Board of County Commissioners. See ORC Section 3929.17.
APPROVED BY:	Board of County Commissioners.
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the duties of office as clerk.
COMMENTS:	The juvenile judge may appoint such bailiffs, probation officers, and other employees as are necessary for the Court's business. Such employees serve during the pleasure of the judge. The judge may require any employee to give bond in the sum of not less than \$1,000, conditioned for the honest and faithful performances of these duties. The sureties on such bonds shall be approved in the same manner as above. See Ohio Rev. Code Section 2151.13.

**CLERK OF JUVENILE COURT (Continued)**

## CUYAHOGA COUNTY:

In Cuyahoga County, the administrative juvenile judge shall serve as the clerk of his own court. Each such judge shall execute and file with the County Treasurer of Cuyahoga County a bond in the sum of not less than \$5,000, to be determined by the Board of County Commissioners of Cuyahoga County, with sufficient surety, to be approved by the Board, conditioned for the faithful performance of such duties as clerk. The bond is given for the benefit of Cuyahoga County, the State, and any person who may suffer loss by reason of a default in any of the conditions of said bond. In addition, the administrative judge may appoint and employ such deputies, clerks, stenographers and other assistants as are reasonably necessary in connection with the work of the court. He may require any such employee/appointee to give bond in the sum of not less than \$1,000, conditioned for the faithful performance of his duties. The approval of the sureties, the terms, the filing and the beneficiaries of such bonds are the same as those of the administrative judge acting as clerk. See Ohio Rev. Code Sections 2153.08 and 2153.10.

**COUNTY JUVENILE REHABILITATION FACILITY**  
**SUPERINTENDENT**

STATUTORY REFERENCES:	Ohio Rev. Code Sections 2151.70, 3929.14 and 3929.17
BOND GIVEN TO:	Juvenile Court Judge or the Board.
AMOUNT OF BOND:	To be fixed by the Juvenile Court Judge or the Board.
GIVEN WITH/SIGNED BY:	“Sufficient surety” to the Judge or Board. (i.e. A surety or bonding company authorized to transact business in this State.) (3929.14)
CONDITIONED UPON:	The full and faithful accounting of all funds and properties coming into the superintendent's hands.
FILED/DEPOSITED WITH:	Juvenile Court Judge./ Board of Trustees
BOND PAID BY:	County. See ORC Section 3929.17.
APPROVED BY:	Juvenile Court Judge.
TERM OF BOND:	Tenure of Office.
WHEN GIVEN:	Before entering upon the duties of office.

**BAILIFF OF COURT OF COMMON PLEAS**

STATUTORY REFERENCES:	Ohio Rev. Code Sections 2301.16, 2301.12(C), 3929.14 and 3929.17.
BOND GIVEN TO:	County Sheriff.
AMOUNT OF BOND:	\$5,000.
GIVEN WITH/SIGNED	BY: "Good and sufficient sureties" (i.e. A bonding or surety company authorized to do business in this State.) (3929.14)
CONDITIONS UPON:	Faithful discharge of the duties of office.
FILED/DEPOSITED WITH:	County Sheriff.
BOND PAID BY:	County. See ORC Section 3929.17.
APPROVED BY:	County Sheriff. See ORC Section 3929.17.
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the discharge of duties of office.
COMMENTS:	In counties where there are 4 or more judges in the Court of Common Pleas, the judges appoint a <u>chief court constable</u> instead of a bailiff. The constable must meet the same bond requirements as a bailiff. See Ohio Rev. Code Section 2301.12(C).

**CLERK OF THE COURT OF COMMON PLEAS**

STATUTORY REFERENCE:	Ohio Rev. Code Section 2303.02.
BOND GIVEN TO:	State of Ohio.
AMOUNT OF BOND:	Not less than \$10,000 nor more than \$40,000, to be fixed by the Board of County Commissioners.
GIVEN WITH/SIGNED BY:	A bonding or surety company authorized to do business in this State, or by two or more freeholders having real estate in the value of double the amount of the bond (over and above all encumbrances). If a surety company is used, it must be approved by the Board of County Commissioners.
CONDITIONED UPON:	That the clerk will enter and record all the orders, decrees, judgments and proceedings of the courts of which he is clerk; that he will pay over all monies received by him in his official capacity; and, that he will faithfully and impartially discharge the duties of his office.
FILED/DEPOSITED WITH:	County Treasurer.
BOND PAID BY:	Board of County Commissioners, charged to the general fund of the County.
APPROVED BY:	Board of County Commissioners.
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the discharge of the duties of office.

**EXECUTIVE DIRECTOR OF COUNTY CHILDREN SERVICES**

STATUTORY REFERENCES:	Ohio Rev. Code Section 5153.13, 5153.10, 3929.14 and 3929.17
BOND GIVEN TO:	County.
AMOUNT OF BOND:	In such sum as is fixed by Public Children Services Agency
GIVEN WITH/SIGNED BY:	"Sufficient surety" (i.e., a surety or bonding company authorized to transact business in this State). (3929.14)
CONDITIONED UPON:	Faithful performance of the duties of office and the full and faithful accounting of all funds and properties coming into the Director's hands.
FILED/DEPOSITED WITH:	No statutory direction.
BOND PAID BY:	County/Public Children's Services Agency. See ORC Section 3929.17.
APPROVED BY:	County/Public Children's Services Agency. See ORC Section 3929.17.
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the duties of office.
COMMENTS:	Each public children services agency shall designate an executive officer. The superintendent of the children's home, the county director of human services, or other individual may serve as Executive Director. See Ohio Rev. Code Section 5153.10.

In addition to the above bond to the county, the executive director must also give bond to the probate court. This bond must be given before entering upon the duties of office, with sufficient surety, conditioned upon the full and faithful accounting of all trust funds which the director holds on behalf of wards. The amount of this bond is determined by the court and may be modified by the court, provided that the minimum amount of the bond is \$5,000.

The agency may also require any employee thereof having custody or control of funds or property to give bond to the county in an amount that the board determines. The cost of such bonds is paid by the agency. In this context, "employee" would include the superintendent of the children's home.

**SUPERINTENDENT/ADMINISTRATOR OF COUNTY HOME**

STATUTORY REFERENCES:	Ohio Rev. Code Sections 5155.04 and 3929.17
BOND GIVEN TO:	State of Ohio.
AMOUNT OF BOND:	As the Board of County Commissioner requires.
GIVEN WITH/SIGNED BY:	A surety acceptable to the Board of County Commissioners.
CONDITIONED UPON:	Faithful discharge of the duties of office.
FILED/DEPOSITED WITH:	County Treasurer.
BOND PAID BY:	County. See ORC 3929.17.
APPROVED BY:	Board of County Commissioners.
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the duties of office.

**COUNTY BRIDGE COMMISSIONER**

STATUTORY REFERENCES:	Ohio Rev. Code Sections 5593.05, 3929.14 and 3929.17
BOND GIVEN TO:	State of Ohio.
AMOUNT OF BOND:	\$5,000.
GIVEN WITH/SIGNED BY:	A surety or bonding company authorized to transact business (3929.14) in this State.
CONDITIONED UPON:	"According to Law."
FILED/DEPOSITED WITH:	"(In the same manner) as other bonds required of county or city officials."
BOND PAID BY:	County. See ORC Section 3929.17.
APPROVED BY:	Board of County Commissioners.
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	No statutory direction

**TREASURER OF MUNICIPAL CORPORATION**

STATUTORY REFERENCES:	Ohio Rev. Code Sections 705.27, 733.69, 733.70, and 3929.14.
BOND GIVEN TO:	Municipal Corporation. (705.27)
AMOUNT OF BOND:	In such sums as the legislative authority of the Municipal Corporation fixed by ordinance or resolution. (705.27)
GIVEN WITH/SIGNED BY:	A bonding or surety company authorized to do business in this State. (3929.14)
CONDITIONED UPON:	Faithful performance of the duties of office. (705.27)
FILED/DEPOSITED WITH:	Auditor (or Clerk) of the Municipal Corporation. (733.69)
BOND PAID BY:	Municipal Corporation. (705.27)
APPROVED BY:	Mayor. (733.70)
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the duties of office. (733.69)
COMMENTS:	<p>This Section (733.69) applies to all forms of municipal government, regardless of which "plan" the Municipal Corporation is organized under. (Therefore, the above requirements apply equally to the Commission Plan, the City Manager and the Federal Plan).</p> <p>Ohio Rev. Code Section 705.27 also requires that bond be posted by all officers and employees of a Municipal Corporation who are directed to do so by the legislative authority. Bond requirements would be the same as those listed above.</p>

**AUDITOR (OR CLERK) OF MUNICIPAL CORPORATION**

STATUTORY REFERENCES:	Ohio Rev. Code Sections 705.27, 733.69, 733.70 and 3929.14.
BOND GIVEN TO:	Municipal Corporation. (705.27)
AMOUNT OF BOND:	In such sums as the legislative authority of the Municipal Corporation Fixed by ordinance or resolution. (705.27)
GIVEN WITH/SIGNED BY:	A bonding or surety company authorized to do business in this State. (3929.14)
CONDITIONED UPON:	Faithful performance of the duties of office. (705.27)
FILED/DEPOSITED WITH:	Treasurer of the Municipal Corporation. (733.69)
BOND PAID BY:	Municipal Corporation. (705.27)
APPROVED BY:	Mayor. (733.70)
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the duties of office. (733.69)
COMMENTS:	<p>This section (733.69) applies to all forms of municipal government, regardless of which "plan" the Municipal Corporation is organized under. (Therefore, the above requirements apply equally to the Commission Plan, the City Manager Plan and the Federal Plan).</p> <p>Ohio Rev. Code Section 705.27 also requires that bond be posted by all officers and employees of a Municipal Corporation who are directed to do so by the legislative authority. Bond requirements would be the same as those listed above.</p>

**CITY MANAGER**

STATUTORY REFERENCES:	Ohio Rev. Code Sections 705.60, 733.69, 705.27, and 3929.14.
BOND GIVEN TO:	Municipal Corporation.
AMOUNT OF BOND:	In such sums as fixed by the council.
GIVEN WITH/SIGNED BY:	A surety or bonding company authorized to do business in this State. (3929.14)
CONDITIONED UPON:	The faithful performance of the duties of office
FILED/DEPOSITED WITH:	Auditor (or Clerk) of Municipal Corporation. (733.69)
BOND PAID BY:	Municipal Corporation. (705.27)
APPROVED BY:	The council of Municipal Corporation. (705.27)
TERM OF BOND:.	Tenure of office
WHEN GIVEN:	Before entering upon the duties of office.

**SEALER OF WEIGHTS AND MEASURES**

STATUTORY REFERENCES:	Ohio Rev. Code Sections 733.65, 733.69, and 705.27.
BOND GIVEN TO:	Municipal Corporation.
AMOUNT OF BOND:	To be fixed by the legislative authority of the municipal corporation by ordinance.
GIVEN WITH/SIGNED BY:	A surety or bonding company authorized to transact business in this state and approved by the mayor of the municipal corporation.
CONDITIONED UPON:	The faithful performance of the duties of office.
FILED/DEPOSITED WITH:	Auditor (or clerk) of the municipal corporation. (733.69)
BOND PAID BY:	Municipal Corporation. (705.27)
APPROVED BY:	Mayor of the municipal corporation.
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the duties of office.

**PUBLIC UTILITY BOARD MEMBER**

STATUTORY REFERENCES:	Ohio Rev. Code Sections 735.03, 705.27, 733.69, 733.70, and 3929.14.
BOND GIVEN TO:	Municipal Corporation. (705.27)
AMOUNT OF BOND:	To be fixed by the legislative authority of the Municipal Corporation.
GIVEN WITH/SIGNED By:	A surety or bonding company authorized to transact business in this State. (3929.14)
CONDITIONED UPON:	Faithful performance of the duties of office. (705.27)
FILED/DEPOSITED WITH:	Auditor (or clerk) of the municipal corporation. (733.69)
BOND PAID BY:	Municipal Corporation.
APPROVED BY:	Mayor of the Municipal Corporation. (733.70)
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the duties of office. (733.69)
COMMENTS:	Bond for public utilities board members is not mandatory, but left to the discretion of the legislative authority of the municipal corporation.

**TRUSTEE OF MUNICIPAL SINKING FUND**

STATUTORY REFERENCES:	Ohio Rev. Code Sections 739.02, 705.27, 733.69, and 733.70
BOND GIVEN TO:	Municipal Corporation. (705.27)
AMOUNT OF BOND:	To be fixed by the legislative authority of the Municipal Corporation. (705.27)
GIVEN WITH/SIGNED BY:	A surety or bonding company authorized to transact business in this State.
CONDITIONED UPON:	Faithful performance of the duties of office. (705.27)
FILED/DEPOSITED WITH:	Auditor (or Clerk) of the municipal corporation. (733.69)
BOND PAID BY:	Funds under the control of the Board of Trustees of the sinking fund.
APPROVED BY:	Mayor of the Municipal Corporation. (733.70)
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the duties of office. (733.69)
COMMENTS:	Bond left to discretion of legislative authority of the Municipal Corporation

**RAPID TRANSIT COMMISSIONER**

STATUTORY REFERENCES:	Ohio Rev. Code Sections 747.01, 705.27, 733.69, 733.70, and 3929.14
BOND GIVEN TO:	Municipal Corporation. (705.27)
AMOUNT OF BOND:	To be fixed by the legislative authority of the Municipal Corporation.
GIVEN WITH/SIGNED BY:	A surety or bonding company authorized to transact business in this State. (3929.14)
CONDITIONED UPON:	Faithful performance of the duties of office. (705.27)
FILED/DEPOSITED WITH:	Auditor (or Clerk) of the Municipal Corporation. (733.69)
BOND PAID BY:	Municipal Corporation.
APPROVED BY:	Mayor of the Municipal Corporation. (733.70)
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the duties of office. (733.69)

**TRUSTEE OF MUNICIPAL HOSPITAL**

STATUTORY REFERENCES:	Ohio Rev. Code Sections 749.22, 705.27, 733.69, and 3929.14.
BOND GIVEN TO:	Municipal Corporation. (705.27)
AMOUNT OF BOND:	\$2,500.
GIVEN WITH/SIGNED BY:	A surety or bonding company authorized to transact business in this State. (3929.14)
CONDITIONED UPON:	Faithful performance of the duties of office. (705.27)
FILED/DEPOSITED WITH:	Auditor (or Clerk) of the Municipal Corporation. (733.69)
BOND PAID BY:	Municipal Corporation. (705.27)
APPROVED BY:	The mayor and the legislative authority of the Municipal Corporation.
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the discharge of the duties of office.

**TRUSTEE OF MUNICIPAL PARK**

STATUTORY REFERENCES:	Ohio Rev. Code Sections 755.23, 705.27, 733.69, and 3929.14.
BOND GIVEN TO:	Municipal Corporation. (705.27)
AMOUNT OF BOND:	\$2,500.
GIVEN WITH/SIGNED BY:	A surety or bonding company authorized to transact business in this State. (3929.14)
CONDITIONED UPON:	Faithful performance of the duties of office. (705.27)
FILED/DEPOSITED WITH:	Auditor (or Clerk) of the Municipal Corporation. (733.69)
BOND PAID BY:	Municipal Corporation. (705.27)
APPROVED BY:	The Mayor and the legislative authority of the Municipal Corporation.
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the discharge of the duties of office.

**CLERK OF MUNICIPAL COURT**

STATUTORY REFERENCES:	Ohio Rev. Code. Sections 1901.31(D), 1901.31(A)(1)(b), 1901.31(H), 1901.311, 733.69, 3929.14 and 705.27.
BOND GIVEN TO:	Municipal Court. (705.27)
AMOUNT OF BOND:	Not less than \$6,000 in an amount to be determined by the judges of the Court.
GIVEN WITH/SIGNED BY:	A bonding or surety company authorized to do business in this State. (3929.14)
CONDITIONED UPON:	Faithful performance of the duties as clerk.
FILED/DEPOSITED WITH:	Auditor (or Clerk) of the Municipal Corporation. (733.69)
BOND PAID BY:	Municipal Corporation. (705.27)
APPROVED BY:	The judges of the Municipal Court.
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the discharge of the duties of office.
COMMENTS:	<p><u>Special deputy clerk:</u> A municipal court may establish one or more branch offices or may appoint a special deputy clerk to administer each branch office. The municipal court may require any such special deputy clerk to give bond of not less than \$3,000, conditioned for the faithful performance of the duties of office. See Ohio Rev. Code Section 1901.311 . <u>Deputy Clerk:</u> <u>Deputy Clerks</u> may be appointed by the clerk, who may require any such deputy to give bond or not less than \$3,000, conditioned for the faithful performance of his duties. See Ohio Rev. Code. Section 1901.31(H)</p> <p>In certain counties (e.g., Hamilton County) the clerk of courts of the county is required, by statute, to also serve as clerk of the municipal court. See Ohio Rev. Code Section 1901.31(A)(1)(b).</p>

**BAILIFF OF MUNICIPAL COURT**

STATUTORY REFERENCES:	Ohio Rev. Code Sections 1901.32(A)(1), 1901.32(A)(2), 705.27, 733.69, 733.70, and 3929.14.
BOND GIVEN TO:	Municipal Court. (705.27)
AMOUNT OF BOND:	Not less than \$3,000, in an amount to be fixed by the legislative authority.
GIVEN WITH/SIGNED BY:	A surety or bonding company authorized to do business in this State. (3929.14)
CONDITIONED UPON:	Faithful performance of the duties of office.
FILED/DEPOSITED WITH:	Auditor (or Clerk) of the Municipal Corporation. (733.69)
BOND PAID BY:	Municipal Corporation. (705.27)
APPROVED BY:	Mayor of the Municipal Court. (733.70)
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the discharge of the duties of office.
COMMENTS:	The Court has the power to appoint any number of deputy bailiffs. Each deputy bailiff must give a bond in an amount of not less than \$1,000. See Ohio Rev. Code Section 1901.32(A)(2).

**CITY BRIDGE COMMISSIONER**

STATUTORY REFERENCES:	Ohio Rev. Code Sections 5593.05, 705.27, 733.69, and 3929.14.
BOND GIVEN TO:	Municipal Corporation. (705.27)
AMOUNT OF BOND:	\$5,000.
GIVEN WITH/SIGNED BY:	A bonding or surety company authorized to transact business in this State. (3929.14)
CONDITIONED UPON:	“According to law”.
FILED/DEPOSITED WITH:	Auditor (or Clerk) of the Municipal Corporation. (733.69)
BOND PAID BY:	Municipal Corporation. (705.27)
APPROVED BY:	The Board or legislative authority of the municipal corporation.
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the duties of office. (733.69)

**TOWNSHIP TRUSTEE**

STATUTORY REFERENCES:	Ohio Rev. Code Sections 505.02, 3929.17, 507.04(A), and 505.03.
BOND GIVEN TO:	State of Ohio, for the use of the township.
AMOUNT OF BOND:	\$1,000.
GIVEN WITH/SIGNED BY:	At least 2 sureties, who shall be residents of the same township with the trustee or a corporate surety authorized to do business in this State.
CONDITIONED UPON:	Faithful performance of the duties of office.
FILED/DEPOSITED WITH:	Township Clerk. See Ohio Rev. Code Section 507.04(A), which requires the clerk to record the acceptance of all bonds.
BOND PAID BY:	Township. See ORC Section 3929.17.
APPROVED BY:	A judge of the county court or judge of a municipal court having jurisdiction in the township.
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the discharge of the duties of office.
COMMENTS:	Whenever he claims it necessary, and on application of a least 12 free-holders of the township, the judge of the county court or municipal judge having jurisdiction in the township who approves the bond may require additional security or the execution of a new bond. If a trustee fails, for 10 days, to give additional security or execution of a new bond after service of such notice in writing, the office shall be declared vacant. See Ohio Rev. Code §505.03.

## **TOWNSHIP FISCAL OFFICER**

STATUTORY REFERENCES: Ohio Rev. Code Sections 507.03, 3929.17, 507.02, 507.021(C).

BOND GIVEN TO: Board of Township Trustees.

AMOUNT OF BOND: In such sums as the Board of Township Trustees shall determine, but not less than the sum provided in 507.03, as amended.

GIVEN WITH/SIGNED BY: A surety or sureties approved by the Board of Township Trustee.

CONDITIONED UPON: Faithful performance of the duties of office.

FILED/DEPOSITED WITH: County Treasurer.

BOND PAID BY: Township. See Ohio Rev. Code Section 3929.17.

APPROVED BY: Board of Township Trustees.

TERM OF BOND: Tenure of office.

WHEN GIVEN: ~~Before entering upon the discharge of the duties of office.~~ Op. Atty. Gen. No. 2005-004 provides that a clerk who entered upon duties of office prior to November 5, 2005 and gave bond in accordance with Ohio Rev. Code Section 507.03 then in effect, has provided the bond required to qualify for office and is not required to provide a bond that meets the minimum requirements established by HB 148.

An individual who seeks to enter into the office of fiscal officer on or after November 5, 2005, either to begin a new term or to fill a vacancy of an existing term, is required to give bond at not less than the minimums established in amended Ohio Rev. Code Section 507.03 (HB 148).

### **MINIMUM BOND REQUIREMENTS**

#### **PER ORC 507.03**

For fiscal officers entering office on or after November 5, 2005, as amended:

<b><u>Budget Range</u></b>	<b><u>Minimum Amount</u></b>
<u>\$50,000 or less</u>	<u>\$10,000</u>
<u>\$50,000 - \$100,000</u>	<u>\$35,000</u>
<u>\$100,000 - \$250,000</u>	<u>\$60,000</u>
<u>\$250,000 - \$500,000</u>	<u>\$85,000</u>
<u>\$500,000 - \$750,000</u>	<u>\$110,000</u>
<u>\$750,000 - \$1,500,000</u>	<u>\$135,000</u>
<u>\$1,500,000 - \$3,500,000</u>	<u>\$160,000</u>
<u>\$3,500,000 - \$6 million</u>	<u>\$195,000</u>
<u>\$6 million - \$10 million</u>	<u>\$220,000</u>
<u>\$10 million or more</u>	<u>\$250,000</u>

**TOWNSHIP FISCAL OFFICER (Continued)**

## COMMENTS:

When a Township ~~Clerk~~ Fiscal Officer is unable to carry out the duties of his office because of illness, or military service, or because he is otherwise incapacitated or disqualified, the Board of Township Trustees will appoint a deputy ~~clerk~~ fiscal officer to discharge the duties of the office. Before entering upon the discharge of those duties, the deputy clerk must give bond, meeting all the above requirements. See Ohio Rev. Code Section 507.02.

Before serving, an assistant to the township ~~clerk~~ fiscal officer shall give bond for the faithful discharge of duties of the office as may be delegated by the ~~clerk~~ fiscal officer. The bond shall be payable to the board of township trustees and shall be for the same sum as required under section 507.03 of the Revised Code for the township clerk, with sureties approved by the board, and conditioned for the faithful performance of duties delegated by the clerk. The bond shall be recorded by the township ~~clerk~~ fiscal officer, filed with the county treasurer, and carefully preserved. See Ohio Rev. Code Section 507.021(C).

**TOWNSHIP CONSTABLE**

STATUTORY REFERENCES:	Ohio Rev. Code Sections 509.02, 3929.17, and 3.06.
BOND GIVEN TO:	State of Ohio.
AMOUNT OF BOND:	Not less than \$500 nor more than \$2,000, to be fixed by the Board of Township Trustees.
GIVEN WITH/SIGNED BY:	Sureties that are residents of the township approved by the board of township trustees.
CONDITIONED UPON:	The faithful and diligent discharge of the duties of office.
FILED/DEPOSITED WITH:	Township clerk.
BOND PAID BY:	Township. See Ohio Rev. Code Section 3929.17.
APPROVED BY:	Board of Township Trustees.
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the discharge of the duties of office.
COMMENTS:	<p>A special constable appointed under Ohio Rev. Code Section 1907.201, is not required to give a bond. See 1958 Op. Atty Gen. No. 3061.</p> <p>This bond requirement may be fulfilled with a blanket bond obtained in compliance with Ohio Rev. Code Section 3.06.</p>

**TOWNSHIP PARK DISTRICT EMPLOYEES**

STATUTORY REFERENCES:	Ohio Rev. Code Sections 511.232, 507.04, 3929.14 and 3929.17.
BOND GIVEN TO:	State of Ohio.
AMOUNT OF BOND:	A sum to be fixed by the Board of Park Commissioners of the Township.
GIVEN WITH/SIGNED BY:	A surety or bonding company authorized to do business in this state. (3929.14)
CONDITIONED UPON:	The proper performance of duties.
FILED/DEPOSITED WITH:	Township clerk. (507.04)
BOND PAID BY:	Township. See Ohio Rev. Code Section 3929.17
APPROVED BY:	Board of Park Commissioners of the Township.
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before exercising the powers granted by the Board.
COMMENTS:	The above bond requirements do not necessarily apply to all park district employees. Ohio Rev. Code Section 511.232 states, in pertinent part: "Employees designated by the board...may enforce the laws of the state and the regulations of the board within and adjacent to the lands under the jurisdiction and control of the board. Before exercising such powers, the employees so designated shall...give a bond..." Thus, only those employees who are designated by the board as law enforcement employees are required to give bond under the above statute.

**TOWNSHIP ZONING INSPECTOR**

STATUTORY REFERENCES:	Ohio Rev. Code Sections 519.161 and 3929.17.
BOND GIVEN TO:	State of Ohio.
AMOUNT OF BOND:	Not less than \$1,000 nor more than \$5,000 in an amount to be fixed by the Board of Township Trustees.
GIVEN WITH/SIGNED BY:	A surety or bonding company authorized to do business in this state, or two or more freeholders having real estate in the value of double the amount of the bond, over and above all encumbrances. If a surety/bonding company is used, it must be approved by the Board of Township Trustees.
CONDITIONED UPON:	The faithful performance of the official duties.
FILED/DEPOSITED WITH:	Township clerk.
BOND PAID BY:	Township. See Ohio Rev. Code Section 3929.17.
APPROVED BY:	Board of Township Trustees.
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the duties of office.

**TOWNSHIP HIGHWAY SUPERINTENDENT**

STATUTORY REFERENCES:	Ohio Rev. Code Sections 5571.04, 3929.14, 3929.17, and 5571.02(C).
BOND GIVEN TO:	State of Ohio, for the use of the Township.
AMOUNT OF BOND:	\$2,000.
GIVEN WITH/SIGNED BY:	A surety or bonding company authorized to transact business in this state. (3929.14)
CONDITIONED UPON:	The faithful performance of the duties of office.
FILED/DEPOSITED WITH:	Township clerk.
BOND PAID BY:	Township. See Ohio Rev. Code Section 3929.17.
APPROVED BY:	Board of Township Trustees.
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the discharge of the duties of office.
COMMENTS:	The appointment of a person to the office of township highway superintendent is not mandatory, but within the discretion of the board of trustees. Therefore, bond is required only where the board determines to proceed with such appointment pursuant to Ohio Rev. Code Section 5571.02(C).

**TREASURER OF BOARD OF EDUCATION**

STATUTORY REFERENCES:	Ohio Rev. Code Sections 3313.25 and 3929.17.
BOND GIVEN TO:	State of Ohio.
AMOUNT OF BOND:	The Treasurer of a Board of Education must furnish a bond in an amount to be approved by the Board, but the amount of the bond must bear a reasonable relationship to the duties of the Treasurer and to the amount of money and property coming into his control during his term of office. 1957 Op. Atty Gen. 706.
GIVEN WITH/SIGNED BY:	A surety or bonding company authorized to do business in this state and approved by the Board of Education.
CONDITIONED UPON:	The faithful performance of all the official duties of office.
FILED/DEPOSITED WITH:	President of Board of Education. (A copy of this bond, certified by the President, must be filed with the County Auditor).
BOND PAID BY:	Board of Education. See Ohio Rev. Code Section 3929.17.
APPROVED BY:	Board of Education. See Ohio Rev. Code Section 3313.25.
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the duties of office.

**BUSINESS MANAGER OF BOARD OF EDUCATION**

STATUTORY REFERENCES:	Ohio Rev. Code Sections 3319.05, 3929.14 and 3929.17.
BOND GIVEN TO:	Board of Education.
AMOUNT OF BOND:	It is mandatory that the Business Manager of a city school district furnish bond in an amount to be approved by the Board of Education but the amount of the bond must bear a reasonable relationship to his duties and to the amount of property coming into this hands during his term of office. 1957 Op. Atty Gen. 706.
GIVEN WITH/SIGNED BY:	A bonding or surety company authorized to transact business in this State. (3929.14)
CONDITIONED UPON:	The faithful discharge of the duties of office.
FILED/DEPOSITED WITH:	Board of Education.
BOND PAID BY:	Board of Education. See Ohio Rev. Code Section 3929.17.
APPROVED BY:	Board of Education. See Ohio Rev. Code Section 3929.17.
TERM OF BOND:	Tenure of employment.
WHEN GIVEN:	No statutory guidance.

**PUBLIC SCHOOL BUS DRIVER**

STATUTORY REFERENCES:	Ohio Rev. Code Sections 3327.10(C), 3929.14 and 3929.17.
BOND GIVEN TO:	Board of Education.
AMOUNT OF BOND:	"Satisfactory and sufficient bond" to be fixed by the Board of Education.
GIVEN WITH/SIGNED BY:	A surety or bonding company authorized to do business in this State. (3929.14)
CONDITIONED UPON:	No statutory condition indicated.
FILED/DEPOSITED WITH:	Board of Education.
BOND PAID BY:	Board of Education. See Ohio Rev. Code Section 3929.17.
APPROVED BY:	Board of Education. See Ohio Rev. Code Section 3929.17.
TERM OF BOND:	Tenure of employment.
WHEN GIVEN:	No statutory guidance direction on this question.
COMMENTS:	<p>School bus drivers who are employees of a school district and who drive buses or motor vans owned by the school district are not required to give bond. However, where drivers or buses are furnished by contract, bond must be given.</p> <p>Blanket bonds may be procured for the coverage of school bus drivers. A bus driver does not have to execute an "individual" bond. See 1957 Op. Atty Gen. 1053.</p> <p>The statutory bond requirement is mandatory--- a board of education may not waive it. See 1957 Op. Atty Gen. 706.</p>

**CLERK OF BOARD OF LIBRARY TRUSTEES**

STATUTORY REFERENCES:	Ohio Rev. Code Sections 3375.32 and 3929.17.
BOND GIVEN TO:	Board of Library Trustees.
AMOUNT OF BOND:	To be fixed by the Board of Library Trustees.
GIVEN WITH/SIGNED BY:	A surety or bonding company authorized to do business in this state and approved by the Board of Library Trustees.
CONDITIONED UPON:	The faithful performance of the official duties required of him.
FILED/DEPOSITED WITH:	No statutory direction.
BOND PAID BY:	Board of Library Trustees. See Ohio Rev. Code Section 3929.17.
APPROVED BY:	Board of Library Trustees. See Ohio Rev. Code Section 3375.32.
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the duties of office.

**DEPUTY CLERK OF BOARD OF LIBRARY TRUSTEES**

STATUTORY REFERENCES:	Ohio Rev. Code Sections 3375.36 and 3929.17.
BOND GIVEN TO:	Board of Library Trustees.
AMOUNT OF BOND:	To be fixed by the Board of Library Trustees.
GIVEN WITH/SIGNED BY:	A surety or bonding company authorized to do business in this State and approved by the Board of Library Trustees.
CONDITIONED UPON: FILED/DEPOSITED WITH:	The faithful performance of the official duties required of him. No statutory direction.
BOND PAID BY:	Board of Library Trustees. See Ohio Rev. Code Section 3929.17.
APPROVED BY:	Board of Library Trustees. See Ohio Rev. Code Section 3375.36.
TERM OF BOND:	Tenure of office.
WHEN GIVEN:	Before entering upon the duties of office.