



KY Circuit Court Clerks’ Accounting Manual Updates for June 2021

Quick Reference

Bail Bonds..... 1

Bookkeeping..... 1

Costs and Fees 2

#	Change Request	Details/Notes
Bail Bonds		
1	Addition – Receipting Bail Bonds: Defendant Lodged in Another Jurisdiction	Added note: <i>“Exception - Does not pertain to extradition proceedings. Kentucky does not have Jurisdiction over out of state bonds and therefore cannot collect bond set by another state.”</i>
2	Update – Distributing Bail Bonds: Disposition of Bail Bond Monies	Updated #1: <i>“Request personal identification and substantiate that the person requesting the bail bond money is the surety of record on the bail bond form. If mailing the check, ensure the name and address you are using matches the surety information on the bail bond form.”</i>
Bookkeeping		
1	Update – Monthly Closing: Transfer of State Monies: Electronic Funds Transfer	Updated hyperlink under #1: https://secure.kentucky.gov/ACHPay



Costs and Fees		
1	Addition – New Victim Service Fee	Added #15 to section: <i>“Victim Service Fee – MCFO K(VSF) Victim Service Fee reference KRS 529.130 (Human Trafficking). Should be paid out monthly and include copy of the ledger card. Check should be made payable to: KY State Treasurer Mail to: Office of Trafficking & Abuse Prevention & Prosecution 1024 Capital Center Dr. Frankfort, KY 40601”</i>