Refund of Deposits Process (ID: 91eb07ff1a) https://www.blueworkslive.com/scr/processes/91eb07ff1a Enforcing Contracts space, Last modified on Apr 11, 2016 10:25 AM

Court Order Documents Examination Payment

Order for refund of cash bail or court

No Yes

Start

deposits

Have a sworn affidavit to that effect and corresponding order

Obtain

No

order of the court

Provide bank account details and

Yes

copy of ID card

Litigant has original deposit receipt?

Receive litigant docs and original deposit receipt

Examine file for the order, names and receipts

Authorize the payment voucher

Prepare deposit payment voucher

File passed for payment

File examined

Verification by Registry Executive Officer Accountant initiates online payment

First Authorization by Accountant In Charge

Final Authorization by A.I.E holder

K.C.B. to credit litigant's

Deposit ledgers cleared

End