

### **Rule 555. Returning Bail or Documents**

**(a) Court Appearance.** A defendant who personally appears in court on the date on which his or her case is finally disposed of shall, upon payment of any fines, penalties, assessments, and costs which may be assessed against him or her upon a plea or finding of guilty, or as a condition of an order of supervision under section 5-6-3.1 of the Unified Code of Corrections, as amended (730 ILCS 5/5-6-3.1), recover unless otherwise provided by law his or her driver's license (unless revoked or suspended) or the bond certificate deposited by him or her. Cash bail, or any balance due the defendant, shall be refunded to the defendant by the clerk as soon as practicable after the disposition of the charges.

**(b) Written Plea of Guilty.** In any case that can be disposed of on a written plea of guilty without a court appearance under Rules 529, 530, or 531 including multiple citations issued in the same occurrence, the defendant may submit his or her written plea of guilty and pay the prescribed fines, penalties, assessments, and costs to the clerk of the circuit court of the county in which the violation occurred not earlier than 10 court days after arrest, and not later than 3 court days before the date set for appearance, unless the clerk waives these time limits. If cash bail was posted, the clerk shall apply the amount necessary to pay prescribed fines, penalties, assessments, and costs. If a driver's license or bond certificate was deposited or if a promise to comply or notice to appear was issued, the full amount of the prescribed fines, penalties, assessments, and costs must be paid to the clerk and accompanied by the written plea of guilty. Upon receiving a written plea of guilty and payment in full, the clerk shall, unless otherwise provided by law, return the driver's license or bond certificate to the defendant. A written plea of guilty may be mailed to the clerk of the circuit court of the county in which the violation occurred. A plea of guilty may be transmitted electronically, if authorized by the Supreme Court. If the plea is accompanied by the full amount of the prescribed fines, penalties, assessments, and costs, the clerk shall mail to the defendant any driver's license or bond certificate deposited in lieu of bail.

Amended effective October 7, 1970; amended February 17, 1977, effective April 1, 1977, in counties other than Cook, effective July 1, 1977, in Cook County; amended December 22, 1981, effective January 15, 1982; amended April 27, 1984, effective July 1, 1984; amended June 26, 1987, effective August 1, 1987; amended June 19, 1989, effective August 1, 1989; amended September 30, 2002, effective immediately; [amended Dec. 29, 2017, eff. Jan. 1, 2018](#); [amended June 8, 2018, eff. July 1, 2018](#); [amended Mar. 8, 2019, eff. July 1, 2019](#).