

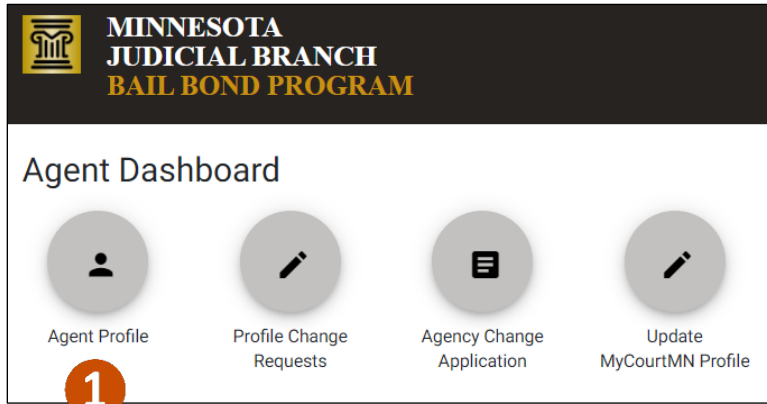
QRG – Adding Court Involvement Information

Add court involvement information

1. After logging in to the Bail Bond Program Database, click **Agent Profile**.

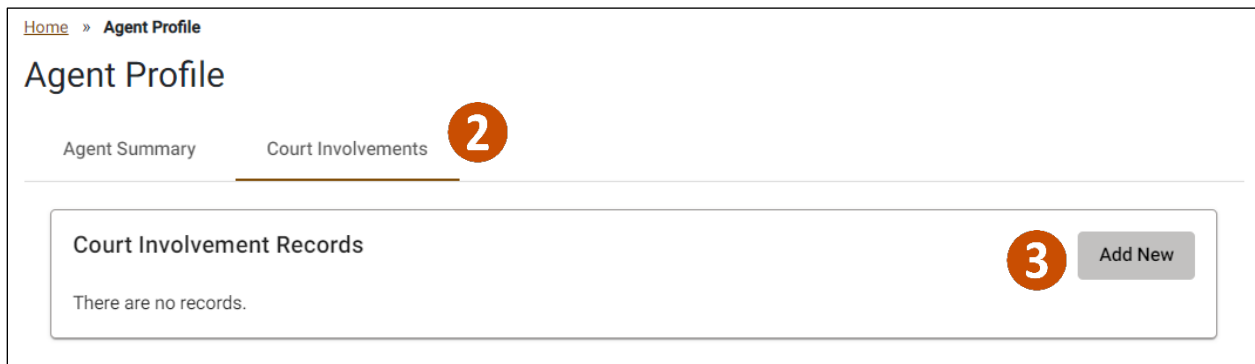


Refer to QRG – Creating a MyCourtMN User Account on the [Bail Bond Program](#) website for login instructions.



2. Click **Court Involvements**.

3. Click **Add New**.



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4. Add agent court involvement information. Scroll down to complete all required fields.
 - a. Offense Date
 - b. Court Involvement Type
 - c. Charge
 - d. Detailed Description of Charge
 - e. Resolved
5. Click **Save**.

