

INSTRUCTIONS FOR REPORTING TO SHERIFF'S WORK RELEASE OR STRAIGHT DAYS JAIL

Sheriff's Work Release Division 700 North Fifth Street, Sacramento, CA 95811

WORK RELEASE DIVISION/PROGRAM FEE SCHEDULE

	ASP Office Hours: 7:00 to 4:00 Open Monday thru Friday (Excl. Holidays)	SWP Office Hours: 7:00 – 4:00 Open Monday thru Friday (Excl. Holidays)	HDP Office Hours 7:00 – 3:30 Open Monday thru Friday (Excl. Holidays)
APPLICATION FEE	\$50-\$80	\$80	\$130
DAILY FEES	Up to \$30 per day	Up to \$40 per day	Up to \$47 per day

Your ability to pay these fees will be evaluated based on the information you provide.

The County Board of Supervisors has enacted a program application fee to be paid by you to offset the cost of this program.

****PAYMENT PLANS ARE AVAILABLE FOR ALL OF OUR PROGRAMS****

- **Application Fees** – Non-refundable cash, money order or cashier's check made payable to the Sacramento Sheriff's Department (SSD). (Not required until application is turned in)
- **Daily Fees**- Your ability to pay the daily fee will be evaluated based on information you provide.
- **Identification** – You must have a valid identification card or a driver's license issued from the State Department of Motor Vehicles.

If you believe you qualify for a reduction of fees for any of the Work Release Programs, you must appear in our office to apply with the following documentation, No later than 1:00pm

INCOME:

- Copy of last 3 months pay stubs Unemployment/ Disability Determination AFDC/Food Stamp Benefits
- SSI Grant Amount and Payee Information
- School Grant Benefits Statement
- Workers Compensation Benefits
- Self-Employed (Last year's Income Tax Forms)

EXPENSES:

- Rental Agreement/Mortgage Payment Stub
- Three Months Utility Bills
- Child Care Receipts (last 3 months)/Child Support Order
- Court Fine Agreement
- Sacramento County Department of Revenue and Recovery Payment Agreement
- Automobile: Loan Agreement and Insurance Statement

Sufficient documentation must be presented in order to make a determination.

The Sheriff's Department reserves the right to request additional information as necessary.

If you are applying for Sheriff's Work Project/Alternative Sentencing Program, report to our office within 5 days of your sentencing or by the date ordered by the judge.

Your sentence of Sheriff's Work Project or Alternative Sentencing Program is only a recommendation by the judge. You will be interviewed to determine your eligibility for these programs. If you fail to qualify for a program, you may be referred to the Sheriff's Home Detention Program or directed to serve your sentence in the county jail.

This program is authorized pursuant to California Penal Code Section 4024.2.

If you are applying for Sheriff's Home Detention, report to our office within 5 days of your sentencing as our procedure can take 2-3 weeks before starting our program. This is necessary to process your application and gather the required documents.

All applicants will be categorized into one or more of the following areas: Employed or Self-Employed/Medical (Must also submit Medical application) Student/Lockdown (Determined by Home Detention Staff).

Directions to Sheriff Work Release office (700 North Fifth Street) from the Sacramento Superior Court

- Take 9th St towards G St.
- Take the 1st left onto G St.
- Turn right onto 7th St.
- Turn left onto Richards Blvd. Richards Blvd is 0.2 miles past N B St.
- Take the 1st right onto N 5th St.
- **700 N 5TH ST** is on the left.

Directions to the Main Jail, Lorenzo Patino Hall of Justice (651 I Street) from the Sacramento Superior Court

- Take 9th St towards I St.
- Turn right onto I Street.
- **651 I STREET** is on the right.

Directions to the Rio Consumnes Correctional Center (12500 Bruceville Rd., Elk Grove, CA 95757) from the Sacramento Superior Court

- Take 9th St. towards I St.
- Turn right onto I St.
- Keep right towards I-5 South / I-80 West / CA-99 South.
- Merge on to CA-99 South.
- Take exit 504 onto Hood Franklin Rd.
- At the end of the road, turn right onto Franklin Blvd.
- Turn left on Twin Cities Rd.
- Turn left on Bruceville Rd.
- **12500 BRUCEVILLE RD.**, is on the left.

For visit and custody information, call (916) 874 – 1927.