



Superior Court of California, County of Sacramento

DATE: APRIL 1, 2020

RE:REQUEST FOR RELEASE ON OWN RECOGNIZANCE DURING COURT CLOSURE

The Court has adopted an expedited process to afford counsel the ability to seek a timely review of their client's bail/custody status during the COVID-19 closure of the Sacramento Superior Court. The procedure will permit the review by a judicial officer of a request for release on either a lowered bail or a release on O.R. through the submission of information electronically.

During the court closure, we are implementing a process to permit the expeditious review of a detainee's custody status without the necessity of a formal hearing. If you believe that you have a client who warrants such review, please follow this protocol:

1. Counsel should first meet and confer with a Deputy District Attorney with authority to agree to the request. If the request is without opposition and the parties have agreed upon a new court date, fill out a CR 224 court form and contact this Court for review and a signature. Please email the request and form to the following email address: Dept24@saccourt.ca.gov. The request will be ruled upon within 24 hours.
2. If the Deputy District Attorney does not agree with the O.R. or bail request, then with proper electronic notice, both parties must submit their respective positions via e-mail to the Dept24@saccourt.ca.gov email inbox and the Court will make a ruling on the contested matter and notify the parties.
3. This procedure does not preclude counsel from seeking a further hearing if additional facts are discovered and after the court has restored full operations.

Please identify the case name and number in the subject line of the email.

If there is an agreement between the parties as to an O.R. Release, please insure that any terms of release are clearly delineated in your email.

Only requests from counsel representing a named case participants or a defendant who has been granted pro per status will be considered. Do not submit a request to the Court if you are not a named party or assigned counsel.