5-03/115.25 - Station Cite-Out Release - Procedure

Prisoners arrested and booked for misdemeanor offenses shall be handled as station releases, unless the arresting deputy's watch commander has approved detention by certifying the reason for the hold.

The release shall be executed at the earliest possible time consistent with procedural requirements, prudence and safety.

Distribution of the notice to appear is as follows:

- Original (green) attached to a copy of the incident report - to the court of jurisdiction;
- Yellow copy - to the prisoner;
- Pink copy - send via JDIC for input into AJIS, then to unit files; and
- White copy - to issuing deputy.

NOTE: PERSONS ARRESTED FOR A FELONY SHALL NOT BE RELEASED ON A PROMISE TO APPEAR CITATION.