

**JUDGE'S STANDING ORDER NO. 3**  
**CALCULATION AND AWARD OF JAIL CREDIT**

On this date, the Court entered the following **ORDER** with respect to jail credit:

**A. CALCULATION OF JAIL CREDIT**

The following requirements apply to calculation of jail credit:

1. *Calculation by Clerk; amount.* Credit for time a Defendant has served in the Potter or Randall County jails without bonding will be calculated by the Clerk at \$100 per day, unless a different amount is ordered by the Court.
2. *How calculated.* Credit will be awarded consistent with the policies of the two county jails, with a day's credit being given for any portion of the calendar day during which a Defendant is incarcerated. Credit is awarded from time of booking, and not from time of arrest.
3. *Credit after bonding.* Credit may be awarded by the Court to a Defendant who has made bond, at a rate not less than \$100 per day. The Defendant must have been incarcerated for at least 8 hours prior to bonding to be eligible for credit.
4. *Calculation by Sheriff's Department; trustees.* The Randall County sheriff's department is authorized to award credit at the rate of \$100 per day for inmates serving fines in the jail, or \$150 per day for any city inmate who is assigned trustee status, unless the Court has specified a different rate of credit.

**B. AWARD OF JAIL CREDIT**

The following requirements apply to award of jail credit:

1. *Who applies credit.* A Defendant who has served time in the Potter or Randall County jails will be awarded jail credit as described above. If the Defendant is seen by the Judge while in custody, the Judge may award some or all of the credit that has accrued; if such award is made, it will be reflected on the judgment, on the arraignment paperwork or in a docket entry. If the Defendant is released by the Judge to report to the collections department to set up a payment plan, the Clerk will at that time apply any jail credit previously awarded and any additional credit to which the defendant is entitled.
2. *Credit to be applied before capias.* If the Defendant fails to appear as ordered, the capias balance due will be that amount remaining after all jail credit to which the Defendant is entitled has been applied.

3. *Dispute as to award of credit.* If the Defendant disputes the amount of credit awarded, he or she must see the Judge to have the credit reviewed.

**IT IS SO ORDERED.** Signed and Entered this 14 day of November, 2017.

  
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Sonya Letson  
Presiding Judge

