

MARIN COUNTY SHERIFF'S OFFICE
COURT SERVICES DIVISION POLICY AND PROCEDURE MANUAL

CHAPTER 05 – TRIAL OPERATIONS

CRT 05-03

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DATE

10/22/10

CHANGE OF VENUE TRIALS - REPORTING

POLICY

It is the policy of the Marin County Sheriff's Office to establish a procedure of accounting for time spent providing security during a change of venue trial.

- "When a court orders a change of venue to another county, all reasonable costs incurred by that county for the trial shall be charged against the county in which the action originated."
- "Venue does not refer to jurisdiction by rather to the particular county or city in which a court with jurisdiction may hear and determine the case. (Reference: 1037 Penal Code)

PROCEDURE

When court security personnel become aware that an assigned trial is the result of a change of venue, they shall immediately advise the Court Security Sergeant, who will negotiate all cost reimbursement.

The Following information is often required for billing the originating county:

- Venue from which the trial was assigned
- Court facility in which the trial will be heard
- Court's department number
- Court docket number
- Judge's name
- Defendant's name
- Names, dates and hours worked by all personnel assigned to the trial

RELATED STANDARDS:

Penal Code Section 1037

AFFECTED DIVISIONS:

None

DATE OF REVISIONS:

6/1/2001

By order of:

CAPTAIN DAVID M. AUGUSTUS
BUREAU OF DETENTION SERVICES