

**LARIMER COUNTY SHERIFF'S OFFICE  
POLICY MANUAL  
BOOKING FEE**

**71720.1 PURPOSE AND SCOPE**

A thirty-dollar (\$30.00) booking processing fee is assessed as authorized by Colorado Revised Statute 30-1-104(1) (n).

**71720.2 ADMINISTRATION OF FUNDS**

Funds are disbursed as defined by statute:

- 20% of the funds go to administer a community-based treatment program for the treatment of offenders with mental illness or addiction.
- 20% of the funds go to the training of law enforcement officers in topics such as crisis intervention to meet the needs of offenders with mental illness or addiction issues.
- 60% of the funds are spent to defray law enforcement costs of processing inmates into and out of custody.

**71720.3 EXCEPTIONS**

A booking fee will not be assessed under the following circumstances:

- A courtesy hold for other agencies.
- Inmates being returned or booked on writs.
- Emergency commitments that do not involve criminal charges.

**71720.4 REFUNDS**

Any booking in which all charges are dismissed or dropped is eligible for a reimbursement of the \$30.00 booking fee. The request is forwarded to the Booking Supervisor.

**71720.5 RELEASE**

Inability to pay the booking processing fee shall not delay the release of the inmate.