

Dakota County Sheriff's Office Jail Booking Fee Refund Form

Pursuant to Minnesota Statute Section 641.12, subd.1, the Dakota County Board of Commissioners authorized the Dakota County Sheriff's Office to charge a \$25.00 booking fee to each person booked in the Dakota County jail for confinement and not released upon completion of the booking process to cover the costs incurred by the County in booking that person. You may, however, be eligible for a refund if you were not charged, were acquitted, or if the charges were dismissed.

To be eligible for a refund of your booking fee you must meet **one** of the following criteria (Please check one):

- All charges relating to the booking were dismissed; or
- You were acquitted of all charges related to the booking; or
- The arresting agency did not and will not formally charge you in relation to the booking.
**You must provide a copy of documentation from the arresting or prosecuting authority stating that you will not be formally charged. This documentation must be on official department letterhead and will not be returned to you.*

Legibly complete this application providing the following information: Booking # _____

Name _____ Date of Birth _____

Phone number _____ Date of Booking _____ Case Number(s) _____

Address _____

I certify that all of the above information is correct to the best of my knowledge:

Signature _____ Date _____

Mail or email this application and supporting documentation to:

Dakota County Sheriff's Office
Attn: Detention Services – Booking Fee Refund
1580 Hwy 55
Hastings, MN 55033
DCJailAdmin@co.dakota.mn.us

Please Note:

Your completed booking form and any supporting documentation will not be returned to you.

Office Use Only: Approved Denied PSA _____ Refund Amount _____ Date _____

A copy of this form will be placed in the inmate's criminal history file in OnBase.

Form Start Date 06-22-16 Form Revision
Date 06-17-16 / 06-04-19 / 04-14-26