



Tucson City Court Administrative Order

SUBJECT REQUESTS FOR CREDIT FOR TIME SERVED IN ARIZONA DEPARTMENT OF CORRECTIONS	NUMBER 80-4	PAGE 1 of 1
	PAGE ISSUE DATE February 14, 2003 REVISED DATE January 14, 2013	

I. **PURPOSE**

To establish policy regarding requests from inmates of the Arizona Department of Corrections for credit for time served towards fines due the Tucson City Court.

II. **POLICY**

It is the policy of Tucson City Court that no credit is given for time served in the Arizona Department of Corrections towards fines due the Court.

III. **IMPLEMENTING INSTRUCTIONS**

When a letter requesting credit towards fines and fee due the Tucson City Court for time served in the Arizona Department of Corrections is received, the form letter Pending Cases at Tucson City Court, Appendix A, will serve as the Court's response.

REVIEW RESPONSIBILITY: The Presiding Magistrate or designee will review this Court Administrative Order for revision or deletion every two years or as needed.



PRESIDING MAGISTRATE

1/29/13

DATE

**Tucson City Court Administrative Order 80-4
Appendix A**



CITY OF TUCSON
Tucson City Court
Court Services

Date _____

RE: Pending Cases at Tucson City Court

Greetings:

Thank you for your recent case status inquiry. Requests for warrant quashes, dispositions, fines due, dismissals and other court compliance requests shall be handled upon your release from the correctional facility you are currently residing in.

I must inform you that pursuant to Arizona law you are not entitled to credit, toward municipal court fines or compliance, for time served in the correctional facility you are currently residing in. Upon your release, you must appear in Tucson City Court, Sentence Enforcement Division, located on the first floor at 103 East Alameda, Tucson, Arizona. We do not accept collect phone calls.

Pursuant to A.R.S. 22-204 if you are requesting case status information, Tucson City Court charges \$17.00 "Research and Locate" fees plus \$.50 per page/copy. All requests are completed upon payment in full is received.

This letter is in response to your inquiry. Further requests made by you while in-custody, will be placed in your court case file without a response from the Court.

Kindest regards,

Antonio Riojas
Presiding Magistrate
Tucson City Court