

Work Release

Those serving 10 or more consecutive days in the Buffalo County Detention Center are eligible to apply for Work Release, which must be ordered by your sentencing Judge and approved by the Buffalo County Sheriff.

Your attorney must request Work Release at the time of your sentencing. Without this request, the court will not provide the appropriate paperwork to the Sheriff, whose approval is the final say in this process. Once you are sentenced, the court will send an order to the jail to inform them of your eligibility for Work Release. Please take note that the jail will process the aforementioned order approximately 1 to 3 days after you report for your sentence, meaning you may need to plan to miss 1 to 3 days of work.

Before the Sheriff will make a Work Release recommendation, he requires the following information:

1. A completed Work Release packet, which you can pick up from the Buffalo County Detention Center prior to the beginning of your sentence and includes:
 - a. an application;
 - b. your schedule; and
 - c. a signed agreement sheet.
2. A Workers' Compensation Insurance Form and Certificate of Liability insurance form, which you can collect from your employer.
3. Confirmation that you have paid your Work Release costs upon checking into jail. Such costs include:
 - a. \$10.00 for a urine analysis test; and
 - b. \$15.00 for each day of Work Release.
4. Your criminal history.
 - a. The Sheriff's Office will obtain this without your assistance.
5. COVID-19 vaccination records

TIPS

- It is best to wait at least 3 to 4 days after you submit your application for Work Release before checking on its status.
- Please make sure your employer knows that you will need to provide proof of your employment and Workers' Compensation Certificate of Liability insurance.
- Bring \$100 (approximately \$25 a day) for costs when you check in.

RULES OF WORK RELEASE

- Only non-family members can provide you a ride to and from work.
- You must be employed with a known employer in Buffalo County that carries worker's compensation insurance to qualify.
- You may work up to 12 hours a day, during a 24-hour period (any shift), and up to 6 days a week.
 - The time it takes for transportation to and from work does not count as part of your 12 hours.
- You must have a full 24-hour period off before you can work another shift.
 - Example: *You could work from 8 a.m. to 8 p.m., Monday through Saturday, but then you could not go back to work until (at least) 8 p.m. Sunday night.*