

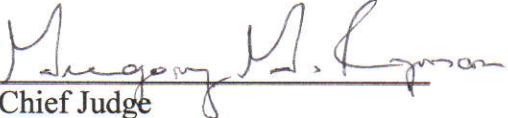
SIXTH JUDICIAL DISTRICT, STATE OF COLORADO

ADMINISTRATIVE ORDER NO. 2010- 4

ORDER ADOPTING BEST BUSINESS PRACTICE:
TICKETS NOT FILED TIMELY

The Sixth Judicial District adopts the 'Best Business Practices Regarding Tickets Not Filed Timely with the Court' as created by the Colorado State Court Administrator's Office and hereby grants the Clerks of Court the authority to dismiss tickets as outlined in the policy.

Done this 4th day of February, 2010.


Chief Judge

xc: Judges in Sixth Judicial District
Clerk of Court – Sixth Judicial District
District Attorney

davis, leslie

From: davis, leslie
Sent: Tuesday, December 22, 2009 1:45 PM
To: baker, marilyn; berg, patricia; brandt, diane; brown, amy; corlies, lawand; craig, debi; etz, danene; gallegos, denise; lamb, whitney; morrison, kandi; reynolds, shane; swain, barb; wells, kima; williams, patricia; yellowman, barbara
Cc: minot, martha; rodriguez, shelley
Subject: Resetting R, T & M cases with incorrect court dates

MEMORANDUM

TO: All LaPlata Combined Court Judicial Assistants
FROM: Leslie Davis, Clerk of LaPlata Combined Court
DATE: December 22, 2009
RE: Resetting incorrect court dates

Effective immediately in infraction, traffic, misdemeanor or petty offense cases LaPlata County Court process when receiving a Uniform Summons and Complaint ticket with an incorrect advisement date or time will be the following:

Upon filing of the summons, the court clerk shall mail to the defendant a notice with a correct advisement date by regular mail at the address written on the ticket. The new date shall be set out 3 weeks. The clerk shall mark the file jacket "RESET - WRONG DAY". If the defendant fails to appear on the reset date the clerk shall not issue a bench warrant or in an infraction case shall not enter a default judgment sentence, but rather set a judge review for 30 days and immediately forward that file to the County Court Judge who will contact the law enforcement officer that wrote the ticket and instruct the officer to follow up.

If the defendant appears on the incorrect court date, he will be instructed to report to the Court Clerk's customer service windows to receive an additional copy of his new notice to appear.

CC: Judge Minot
Magistrate Rodriguez
District Attorney