

DANE COUNTY SHERIFFS OFFICE - HUBER TRANSFER REQUEST

Requirements for request to be honored:

- Report to the Dane County Jail to complete the intake process: 7am on sentence date, unless otherwise notified.
- Judgment of Conviction (JOC) must state you are allowed to transfer to another county facility.
- Must pass a drug test prior to release to another agency.
- You must have someone with a Valid Drivers License, Proof of Vehicle Insurance and Registration drive you.

-We will notify you once the receiving agency has made a determination on acceptance.-

Please complete and return this form to: Dane Co Sheriffs Office Records:

Fax 608-284-6050 or email to: sheriff.ps5@danesheriff.com or sheriff.ps22@danesheriff.com

Report Date: _____ Case/s: _____ Transfer to: _____ County Jail

Name: _____, _____, _____ DOB: _____
Last First M.I.

Address: _____
Street City Zipcode

Home Phone: _____ Cell: _____ Email: _____

Work Information and schedule information:

Employer: _____ Days: _____

Address: _____

City: _____ Zip: _____ Hours: _____

Supervisor/Business Phone: _____

Do not write below this line (Sheriff office use only)

The above has been:

Accepted _____ Denied _____ Not accepting at this time _____ Date can resubmit _____

Reason for denial. _____

Authorized by: _____ Phone: _____ Date: _____

Special Instructions to Inmate: _____

Send decision to: sheriff.ps5@danesheriff.com or
sheriff.ps22@danesheriff.com or by fax to: (608) 284-6050