

## Clerk of the Courts

The Clerk of the Courts operates public windows in the Booking and Release Center lobby to provide services for the public 24-hours-a-day, seven-days-per-week (including holidays). You can post bonds for the release of inmates, pay traffic fines, court fees, obtain marriage licenses, and take care of virtually all Clerk of the Courts business transactions.



The Clerk of the Courts public windows are conveniently located in the BRC lobby for those who need to post bonds or conduct other business 24-hours-a-day.

**Built for the future:** The Booking and Release Center is designed to handle more than 100,000 bookings annually; thus ensuring this facility will remain adequate well into the future as Orange County continues to grow and prosper.

## Expedited Bonds

The BRC offers an expedited booking process for persons wanting to turn themselves in on a local warrant when they have arranged for a bond in advance. In these cases, the wanted person is fingerprinted and photographed in the public lobby without having to physically enter the jail. Once a fingerprint check has cleared, a court date will be issued. Following this process, the individual is free to leave. Expedited bonds are only available from 9 a.m. to 3 p.m. Monday through Friday.

### Contact Information

**407-836-3400**

**Press 1 for English  
Press 2 for Spanish**

- Inmate Info: ext. 1
- Victim Notification: ext. 2
- Inmate Visitation: ext. 3
- Admin and Recruitment: ext. 4
- Inmate Records, Classification, Programs, or Assessments: ext. 5

**OR VISIT US ON THE INTERNET AT:**

[www.BestJail.com](http://www.BestJail.com)

## Orange County Corrections Department



**Orange County  
Booking and Release Center  
Orlando, Florida**



## Booking and Release Center

The Booking and Release Center (BRC) is located in Orlando at 3855 South John Young Parkway near the intersection of I-4 and is Orange County's newest correctional facility. Unique in design and concept, this first-of-its-kind facility combines multiple agencies under one roof. In the BRC's four-stories and 300,000 square feet, criminal justice entities, including the Circuit Court, State Attorney, Public Defender, Clerk of the Courts, Sheriff's Office and the Corrections Department, work closely together. The synergy created by the co-location of these agencies provides a seamless delivery of services and enhances public safety.

**Intake/Release:** In Orange County, 22 law enforcement agencies bring arrestees to the BRC arriving at a 16-car sally port. Corrections Officers assume custody of inmates and begin to process them into the jail system. Each arrestee's property is inventoried and stored. Medical screening, fingerprinting, photographing, and pre-trial screening also occur. The intake and release staff is dedicated to ensuring the prompt processing and release of inmates who can legally and safely be returned to the community to await their day in court.

**Detention Housing:** The BRC has 12 housing areas with a total of 592 beds. This is where inmates who are not eligible for pre-trial release programs and have not made bail spend their first days in jail. In addition to inmate orientation and inmate worker housing, there are housing units for inmates who require special medical and mental health treatment.

**Operational units:** Also located in the BRC are special work units that have intensive roles related to the booking and release process and general jail operations. These units consist of Inmate Classification, Inmate Records Management, Inmate Affairs, Pre-Trial Services, and offices for Chaplaincy Services.



## Medical and Mental Health Housing

Corrections Health Services provides round-the-clock medical and mental health care throughout the jail system. The BRC acute medical/mental health units are where inmates with more serious medical and mental health issues or needs are housed. Also, the BRC will house sub-acute medical and mental health inmates. Inmates in the sub-acute status are those who are in wheelchairs or are too ill to be housed in the general jail population.

Corrections Health Services employees provide ongoing treatment for inmates who do not need intensive nursing, yet require ongoing treatment and care. The

BRC also includes a main medical clinic, a pharmacy, a dental clinic, a dialysis area and an X-ray room. The BRC houses all new arrestees who will receive a physical assessment completed by Registered Nurses. Private companies have been contracted to provide dialysis, X-ray and ultrasound services at the BRC. This lowers costs and eliminates the risks associated with moving inmates to medical facilities in the community.

## Courtrooms

On the fourth floor of the BRC there are three courtrooms: one for felonies and two for misdemeanors. Permanently assigned judges hold various types of proceedings for inmates including: first appearances, arraignments, felony pleas, and bond reduction hearings. Violations of probation hearings are also held for inmates and for probationers who have not been re-incarcerated.

Each courtroom has a public seating area. Citizens are required to pass through security screening in order to gain access to the gallery areas of the courtrooms. The Orange County Sheriff's Office Court Security Division and a private security company provide security for court operations.



**Release:** All of the inmates being released from the Orange County Jail System exit via the public lobby of the BRC regardless of where they were housed in the Corrections Complex.