



GREENVILLE COUNTY
SHERIFF'S OFFICE

GO - 230

GENERAL ORDERS

RELEASE OF CLAIMS

PURPOSE:

Release of Claims is designed to serve the public interest, discourage frivolous/unmerited lawsuits, and resolve potential problems at the earliest opportunity. It applies to situations where it is obvious a civil and/or criminal matter should be concluded immediately without further notice.

**RELEASE OF
CLAIMS:**

Situational Examples - Although the release is not limited to these examples, it can be used in the following situations:


- Minor incidents in which both/all parties are in error.
- Immediate discovery of wrongful arrest.
- Arrests based on legitimate charges, but prosecution is declined (to be coordinated with the Solicitor's Office).

Conditional Requirements for Release of Claims - In every instance the following conditions must be present to employ a Release of Claims:

1. All involved parties fully understand their actions.
2. The participation of all parties is totally voluntary.
3. No undue persuasion is applied.

PROCEDURE:

If an Incident Report is completed, the original **Release of Claims form** is attached to the original incident report and submitted to Records. A copy of the release is forwarded through the chain-of-command to the Sheriff. If an Incident Report does not exist, the original release is submitted through the chain-of-command to the Sheriff. In every case, a copy is forwarded to the Office of Professional Standards.



Hobart Lewis, Sheriff

Attachment: Release of Claims Form

STATE OF SOUTH CAROLINA)

RELEASE OF CLAIMS

COUNTY OF GREENVILLE)

The undersigned, _____

residing at _____

does hereby release and discharge, voluntarily and knowingly and with the express purpose of extinguishing any and all rights, claims or actions which he/she or any person claiming under him/her might have, the County of Greenville, the Greenville County Sheriff, his deputies, agents and employees together with any other cooperating public authority, its officers, agents and employees from all claims, demands, actions and judgments which the undersigned or any person claiming under him/her might have as a result of _____

Executed this ____ day of _____ 20 ____.

(Signed)

Witness:

(Date)

(Date)

cc: OPS

January 1, 2004