** Pre-Sentence Report Before Plea Request**

**Part 1 - To be completed by the Defence Legal Representative**

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| **Name of defendant:** | **Date of Birth:** | **URN:** |
| **Defendant’s primary telephone/email:** **Defendant’s secondary telephone/email:**  |
| **Does the defendant require an interpreter? [ ]** Yes [ ]  NoLanguage/dialect: |
| **Location of hearing (Magistrates’ Court):**  |
| **Date of Hearing:** |
| **Name of Solicitors firm representing:** Cjsm Email address: |
| **Offences** **1** **2** **3** **4****5** | **Intended plea** **1** **2** **3** **4****5** |
|  **I confirm that*** + - * **the defendant intends to plead guilty to the offence/s as indicated above on the**

**full prosecution facts.** * + - * **the defendant has requested, and has agreed to comply with, a Pre-Sentence Report Before Plea.**
			* **I have reminded the defendant that arranging a Pre-Sentence Report Before Plea provides no expectation that the court will consider the PSR Before Plea or any expectation of the likely sentence; the court may impose an immediate custodial sentence.**
* **I believe the court is likely to impose at least a community order, considering the sentencing guidelines.**
* **A pre-sentence report is likely to be necessary. EXPLAIN brief reasons:**
* **I am asking for a PSR Before Plea to be produced.**

**Name of Legal Representative:** **Date and Time request sent to the Probation Service:**  |

**Part 2 To be completed by the Probation Service**

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| **I confirm that:** * **The request for a Pre- Sentence Report Before Plea is (complete as applicable)**

**[ ]  Granted and the Probation Service will produce a report for the hearing.** **I am not giving any expectation of likely sentence.** **[ ]  Agreed in principle but there is insufficient time to produce the report for the hearing.** **A report could be produced within days (Specify) of being notified that the**  **hearing date has been varied. I am requesting the court to reschedule the hearing to**  **no earlier than (SPECIFY DATE)** **[ ]  Refused as the form is incomplete** **[ ]  Refused for other reasons which are (EXPLAIN):*** **I have arranged for the defence legal representative, Crown Prosecution Service and magistrates’ court to be notified of my decision.**

**Name:****Role:****Date and time of decision:** |
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