

## **Delivery of Presentence Reports and Judgments of Conviction to Custodial Institutions**

Directive #2-75  
Issued by:

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Edwin H. Stern  
Director of Criminal Practice

Presentence reports are to accompany the defendant to the institution at the time he or she is delivered there. *See also, R. 3:21-2.* The Chief Justice desires that the presentence report arrive at the institution in a timely fashion.

A copy of the judgment of conviction should also be delivered to the principal keeper of the institution at the time the defendant is delivered. (By virtue of *R. 3:21-5*, the judgment should set forth, *inter alia*, a statement of the reasons for the sentence imposed; and the model judgment of conviction form includes a place for setting forth time credits as required by *R. 3:21-8*. The Chief Justice is concerned that this information has not always been delivered to the institution with the prisoner).

### **EDITOR-S NOTE**

The first and last paragraphs have been deleted because they refer to distribution of memoranda and a proposed meeting to develop a program for obtaining evaluations of prior custodial histories of defendants. The attachments to this directive have been omitted because the information is covered by *R. 3:21-4* and *R. 3:21-5* and the model forms have since been revised.