



C. DARNELL JONES, II  
PRESIDENT JUDGE  
  
JAMES J. FITZGERALD, III  
ADMINISTRATIVE JUDGE  
  
D. WEBSTER KEOGH  
SUPERVISING JUDGE

FIRST JUDICIAL DISTRICT OF PENNSYLVANIA  
COURT OF COMMON PLEAS  
TRIAL DIVISION

JOSEPH A. CAIRONE  
COURT ADMINISTRATOR  
  
DAVID D. WASSON, III, ESQ.  
DEPUTY COURT ADMINISTRATOR  
  
ROBERT J. MALVESTUTO  
CHIEF PROBATION OFFICER  
  
FRANK M. SYNDER  
CHIEF PROBATION OFFICER

ADULT PROBATION & PAROLE DEPARTMENT  
1401 ARCH STREET  
PHILADELPHIA, PENNSYLVANIA 19102

**RULES OF PROBATION & PAROLE**

Name of Probationer/Parolee  
[merge field]  
Docket Number (s)  
[merge field]

P.I.N.  
[merge field]  
Case Judge  
[merge field]

You have been placed on probation and/or parole and are expected to comply with the following rules:

1. You may **not**:
  - Possess Firearms or any other deadly weapons.
  - Unlawfully possess, use, sell or distribute controlled substances of any kind.
  - Leave Philadelphia without permission from your Probation/Parole Officer.
2. You must:
  - Report to your Probation/Parole Officer as directed.
  - Respond promptly to any summons to appear in Court
  - Permit your Officer to visit you at your home or place of employment.
  - Make every effort to seek and maintain employment
  - Obey all Federal, State and County criminal laws and city ordinances.
3. You must notify your Officer within **72** hours if any of the following occurs:
  - A new arrest
  - A change of address
  - Change of employment
4. You are subject to:
  - Pay supervision fee to the Philadelphia Adult Probation Department by ACT NO.35-1991 of the Pennsylvania General Assembly unless the fee is waived by the Court.
  - A personal search and/or property search, including vehicle and seizure of any contraband found, if there is a reasonable suspicion that you are in violation of any of the conditions of supervision in accordance with ACT NO. 35 of the Pennsylvania General Assembly, Special Session NO.1 of 1995,
  - If you have accepted Accelerated Rehabilitative Disposition (ARD) as a result of a violation of 18 PA.C.S.Chapter 331 (relating to sexual offenses) you will also be subject to the same search and seizure if the Court has determined that you shall be subject to personal and/or property search as a condition of participation in the ARD program.
5. You must also comply with the following special conditions of Probation/Parole:  
[Merge any conditions listed]

**PROBATION WARRANT AND VIOLATION HEARING PROCEDURE**

If you are arrested, if you violate any of the rules or conditions of your Probation/Parole while under supervision, the Court has the authority to place a Probation Warrant against you which will keep you in detention until a hearing is held. If the Probation Warrant is held in force at the hearing, you will remain in detention pending disposition of your new charges or the listing of a Violation of Probation/Parole Hearing

**EXTRADITION TO PENNSYLVANIA**

If you are arrested in another state your Officer can place a Probation Warrant against you and arrange for you to be returned to Philadelphia for a violation hearing if deemed necessary.

**FINANCIAL PAYMENTS**

Payment of any court- imposed fee shall not be paid in cash. A money order or certified bank check is the only acceptable form of payment. Payment must be made directly at the Probation Department collection window or sent to the Probation Department financial collection section by U.S. Mail.

**GRIEVANCE PROCEDURES**

If you have any questions regarding your Probation/Parole, please consult with your Probation/Parole Officer immediately. If you have a grievance concerning the supervision of your case, you may consult the team supervisor.

**ACKNOWLEDGEMENT OF PROBATIONER/PAROLEE**

I have read, or have had read to me the information above in its entirety.

\_\_\_\_\_  
Signature of Probationer/Parolee

Note: If signed by a mark, two witnesses must execute this instrument.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness

APPD RULES AND REGULATIONS

\_\_\_\_\_  
Witness