



Sentencing Guidelines Cover Sheet

Scheduled Sentencing Date:

____/____/____

Complete this form ONLY for applicable felonies sentenced on or after July 1, 2020.

◆ OFFENDER

First _____ Middle _____ Last _____ Suffix _____

Date of Birth: _____ Social Security Number: _____

CCRE: V A _____ CORIS Offender ID: _____ PSI: _____

◆ COURT

Judicial Circuit _____ City/County _____ FIPS Code: _____

Sentencing Judge's Name _____ For Office Use Only

Preparer Name _____ Commonwealth's Attorney Probation Officer

Prosecuting Commonwealth's Attorney _____ Defense Attorney _____

◆ CONVICTIONS

Offense	Counts	VCC	Offense Date
Primary Offense	____	_____	____/____/____

For a comprehensive list of all offenses in the sentencing event, please refer to the **Offense Details** page following **Section D**.

Primary Offense Code Section § _____ Docket Number _____

Drug Type in Event *Please check all that apply. This information is for research purposes only.*

- Cocaine
- Codeine
- Fentanyl
- Heroin
- Hydrocodone
- Methadone
- Methamphetamine
- Methylphenidate
- Morphine
- Oxycodone
- Any other Schedule I/II drug _____

◆ METHOD OF ADJUDICATION

Jury Trial Sentence Set by Jury: _____ Life Juvenile Fine Only

Bench Trial Guilty Plea Alford Plea/Nolo contendere

◆ SENTENCING GUIDELINES RECOMMENDATION

Section B

- Probation/No Incarceration
- Incarceration 1 Day to 3 Months
- Incarceration 1 Day to 6 Months
- Incarceration 3 to 6 Months
- Probation/No Incarceration or Incarceration to 6 Months

Section B

Mandatory Minimum _____

Section C

- Life Sentence
- Incarceration **(Enter Midpoint and Range Below)**

Range Midpoint _____

Sentence Range _____ TO _____

Recommendation Adjusted for Mandatory Minimum

Non Guidelines Offense
(Primary offense is a non guidelines offense)

◆ NONVIOLENT RISK ASSESSMENT Section D of Drug, Fraud, and Larceny Worksheets

- Recommended for Alternative Punishment
- NOT Recommended for Alternative Punishment
- Not Applicable (INELIGIBILITY CONDITIONS marked on Section D)
- Not a DRUG, FRAUD or LARCENY Offense



Final Disposition Fill In After Sentence Has Been Pronounced

SENTENCE

Total Time Imposed Before Suspension Life Sentence +

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Total Effective Time to Serve Life Sentence +

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 Sentenced to Time Served

Post Release												
Post Release Incarceration Term § 18.2-10 (suspended)	<table border="1"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>				<table border="1"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>			<table border="1"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>				
Post Release Supervision Period § 19.2-295.2(A)	<table border="1"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>				<table border="1"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>			<table border="1"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>				

Probation Period (Supervised) § 19.2-303 Indefinite

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Good Behavior Period (§ 19.2-306) _____
Years Months Days

Check all that apply

- Incarceration Sentence to Run Concurrently With Another Sentencing Event
- Written Plea Agreement Accepted = Rule 3A:8(c)(1) (A) or (C)
- Plea and Recommendation Accepted = Rule 3A:8(c)(1)(B)
- Oral Sentence Recommendation Accepted
- Restitution \$ _____ Fine \$ _____

Other Sentencing Programs *(check all that apply)*

- | | | | | | | | |
|--|---|--|--|--|--|--|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> Day Reporting <input type="checkbox"/> Electronic Monitoring <input type="checkbox"/> Intensive Probation <input type="checkbox"/> Substance Abuse Treatment <input type="checkbox"/> § 18.2-251/§ 18.2-258.1 | <ul style="list-style-type: none"> <input type="checkbox"/> Community-Based Program _____ <input type="checkbox"/> CCAP Detention/Diversion Center Incarceration, 22-28 weeks <input type="checkbox"/> CCAP Detention/Diversion Center Incarceration, 42-48 weeks <input type="checkbox"/> Drug Court <input type="checkbox"/> Youthful Offender <table border="1" style="display: inline-table; vertical-align: middle;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table> <table border="1" style="display: inline-table; vertical-align: middle;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table> <small>Office Use Only</small> <input type="checkbox"/> DJJ Commitment <input type="checkbox"/> Indeterminate <input type="checkbox"/> Determinate <input type="checkbox"/> Other _____ | | | | | | |
| | | | | | | | |
| | | | | | | | |

REASON FOR DEPARTURE AND/OR MODIFICATION OF JURY SENTENCE

Must be completed pursuant to § 19.2-298.01(B) and/or § 19.2-295(B)/ § 19.2-303

	<small>Office Use Only</small>							
	<table border="1" style="display: inline-table; vertical-align: middle;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table> <table border="1" style="display: inline-table; vertical-align: middle;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>							

SENTENCING DATE

	Month	·		Day	·		Year
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Judge's Signature

ATTACH COURT ORDER AND MAIL Pursuant to § 19.2-298.01(E) _____

After sentencing, send to:

Virginia Criminal Sentencing Commission • 100 North Ninth Street • Fifth Floor • Richmond, Virginia 23219

Larceny Section A

Offender Name: _____

◆ Primary Offense _____ (scores for attempted/conspired offenses are in parentheses)

A.	Attempted or conspired larceny (1 count).....	(1)	
B.	Statutory maximum penalty equals 5 years		
	1 count.....	1	
	2 counts.....	4	
	3 counts.....	6	
C.	Statutory maximum penalty equals 10 years (1 count).....	3	
D.	Grand larceny auto		
	1 count.....	5	
	2 counts.....	7	
	3 counts.....	10	
E.	Grand larceny from person		
	1 count.....	4	
	2 counts.....	11	
F.	Grand larceny of a firearm (1 count).....	1	
G.	Failure of bailee to return animal, aircraft, vehicle or boat (1 count).....	4	
H.	Larceny of bank notes, checks or any book of accounts; Any other larceny offense with maximum penalty of 20 years		
	1 count.....	2	
	2 - 3 counts.....	4	
	4 counts.....	6	

Score
▼

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◆ Primary Offense Remaining Counts Total the maximum penalties for counts of the primary not scored above _____

Years:	5 - 11.....	1	34 - 44.....	4
	12 - 22.....	2	45 or more.....	5
	23 - 33.....	3		

Score
▼

0	
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◆ Additional Offenses Total the maximum penalties for additional offenses, including counts _____

Years:	Less than 1.....	0	23 - 33.....	3
	1 - 11.....	1	34 - 44.....	4
	12 - 22.....	2	45 or more.....	5

Score
▼

0	
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◆ Prior Convictions/Adjudications Total the maximum penalties for the 5 most recent and serious prior record events _____

Years:	Less than 2.....	0	21 - 36.....	3
	2 - 11.....	1	37 or more.....	4
	12 - 20.....	2		

Score
▼

0	
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◆ Prior Felony Larceny Convictions/Adjudications _____

Number of Counts:	1.....	2	
	2 - 3.....	3	
	4 or more.....	4	

Score
▼

0	
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◆ Other Prior Felony Property Convictions/Adjudications _____

Number of Counts:	1 - 4.....	1	
	5 or more.....	2	

Score
▼

0	
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◆ Prior Felony Convictions/Adjudications Against Person _____

Number of Counts:	1.....	1	
	2 or more.....	2	

Score
▼

0	
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◆ Prior Misdemeanor Convictions/Adjudications (Excludes Traffic) _____

Number of Counts:	1 - 4.....	1	
	5 - 8.....	2	
	9 or more.....	3	

Score
▼

0	
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◆ Prior Incarcerations/Commitments _____ **If YES, add 5** →

0	
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◆ Prior Juvenile Record _____ **If YES, add 1** →

0	
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◆ Legally Restrained at Time of Offense _____

None.....	0
Other than parole/post-release, supervised probation or CCCA.....	1
Parole/post-release, supervised probation or CCCA.....	2

Score
▼

0	
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SCORE THE FOLLOWING FACTOR ONLY IF PRIMARY OFFENSE IS H: EMBEZZLEMENT (§ 18.2-111)

◆ Amount of Embezzlement _____

Amount:	Less than \$10,000.....	0
	\$10,000-\$19,999.....	3
	\$20,000-\$74,999.....	6
	\$75,000-\$119,999.....	9
	\$120,000 or more.....	14

Score
▼

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Total Score _____ **If total is 15 or less, go to Section B. If total is 16 or more, go to Section C.** →

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Larceny Section B

Offender Name: _____

◆ Primary Offense _____ (scores for attempted/conspired offenses are in parentheses)

- A. Any attempted or conspired larceny (1 count).....(1)
- B. Maximum penalty equals 5 or 10 years
 - 1 count3
 - 2 counts.....4
 - 3 counts.....7
- C. Grand larceny auto
 - 1 count3
 - 2 counts.....4
 - 3 counts.....7
- D. Grand larceny from person (1 count)6
- E. Grand larceny of a firearm (1 count)1
- F. Failure of bailee to return animal, aircraft, vehicle or boat (1 count)1
- G. Larceny of bank notes, checks, etc. or any book of accounts
 - 1 count3
 - 2 counts.....4
 - 3 counts.....7
- H. Any other grand larceny offense with a maximum penalty of 20 years
 - 1 count3
 - 2 counts.....4
 - 3 counts.....7

Score

0	
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◆ Primary Offense Remaining Counts Total the maximum penalties for counts of the primary not scored above

- Years: Less than 220 32 - 422
- 22 - 311 43 or more3

0	
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◆ Additional Offenses Total the maximum penalties for additional offenses, including counts _____

- Years: Less than 10
- 1 - 101
- 11 - 212
- 22 - 313
- 32 - 424
- 43 or more5

0	
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◆ Prior Convictions/Adjudications Total the maximum penalties for the 5 most recent and serious prior record events _____

- Years: Less than 20
- 2 - 191
- 20 - 382
- 39 or more3

0	
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◆ Prior Misdemeanor Convictions/Adjudications (Excludes Traffic) _____

- Number of Counts: 1 - 22
- 33
- 4 or more4

0	
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◆ Prior Incarcerations/Commitments _____ If YES, add 7 →

0	
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◆ Legally Restrained at Time of Offense _____

- None0
- Other than parole/post-release, supervised probation or CCCA4
- Parole/post-release, supervised probation or CCCA5

0	
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SCORE THE FOLLOWING FACTOR **ONLY** IF PRIMARY OFFENSE IS H: EMBEZZLEMENT (§ 18.2-111)

◆ Amount of Embezzlement _____

- Amount: Less than \$15,0000
- \$15,000 or more3

0	
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Total Score _____

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See **Larceny Section B Recommendation Table** to convert score to guidelines sentence. Then, go to **Section D Nonviolent Risk Assessment** and follow the instructions.

Larceny Section C

Offender Name: _____

____ Prior Record Classification ____

◆ Primary Offense _____

Category I Category II Other

(scores for attempted/conspired offenses are in parentheses)

A. Attempted or conspired larceny (1 count)	(8)	(4)	(2)
B. Statutory maximum penalty equals 5 or 10 years			
1 count	20	10	5
2 counts	28	14	7
3 counts	40	20	10
C. Grand larceny auto			
1 count	32	16	8
2 - 3 counts	56	28	14
4 counts	72	36	18
D. Grand larceny from person			
1 count	40	20	10
2 counts	56	28	14
3 counts	68	34	17
E. Grand larceny of a firearm (1 count)	68	34	17
F. Failure of bailee to return animal, aircraft, vehicle or boat (1 count)	28	14	7
G. Larceny of bank notes, checks, etc. or any book of accounts			
1 - 2 counts	32	16	8
3 counts	96	48	24
H. Any other larceny offense with a maximum penalty of 20 years			
1 count	28	14	7
2 counts	44	22	11
3 counts	56	28	14

Score

0		
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◆ Primary Offense Remaining Counts Assign points to each count of the primary not scored above and total the points

Maximum Penalty: 5, 10	1
(years) 20	2

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◆ Additional Offenses Assign points to each additional offense (including counts) and total the points

Maximum Penalty: Less than 5	0
(years) 5, 10	1
20	2
30	3
40 or more	5

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◆ Prior Convictions/Adjudications Assign points to the 5 most recent and serious prior record events and total the points

Maximum Penalty: Less than 10	0
(years) 10, 20	1
30	2
40 or more	3

0		
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◆ Prior Felony Larceny Convictions/Adjudications

Number of Counts: 1	1
2	2
3	3
4 or more	4

0	0	
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◆ Other Prior Felony Property Convictions/Adjudications

Number of Counts: 1	0
2 - 3	1
4 or more	2

0	0	
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◆ Prior Felony Convictions/Adjudications Against Person

Number of Counts: 1	2
2	4
3 or more	6

0	0	
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◆ Prior Felony Drug Convictions/Adjudications

Number of Counts: 1 - 2	1
3	2
4 or more	3

0	0	
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◆ Prior Juvenile Record

If YES, add 3

0	0	
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◆ Legally Restrained at Time of Offense

None	0
Other than parole/post-release, supervised probation or CCCA	3
Parole/post-release, supervised probation or CCCA	4

0	0	
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SCORE THE FOLLOWING FACTOR **ONLY** IF PRIMARY OFFENSE IS H: EMBEZZLEMENT (§ 18.2-111)

◆ Amount of Embezzlement

Amount: Less than \$28,000	0
\$28,000 - \$89,999	24
\$90,000 or more	30

0		
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Total Score

See Larceny Section C Recommendation Table for guidelines sentence range. Then, go to Section D Nonviolent Risk Assessment and follow the instructions.

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Nonviolent Risk Assessment ❖ Larceny Section D

Offender Name: _____

◆ Ineligibility Conditions

- A. Was the offender recommended for **Probation/No Incarceration** on Section B? Yes No
- B. Are any prior record offenses violent (Category I/II listed in Appendix A of the Guidelines Manual)? Yes No
- C. Are any of the offenses at sentencing violent (Category I/II listed in Appendix A of the Guidelines Manual)? Yes No
- D. Do any of the offenses at sentencing require a mandatory term of incarceration? Yes No

If answered YES to ANY, go to "Nonviolent Risk Assessment Recommendations" on cover sheet and check Not Applicable. If answered NO to ALL, complete remainder of Section D worksheet.

◆ Offender Age at Time of Offense _____

Younger than 21 years	22	
21 to 29 years	16	
30 to 43 years	7	
Older than 43 years	1	<div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto;"></div>

◆ Gender _____

Offender is Female	13	
Offender is Male	9	<div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto;"></div>

◆ Prior Adult Felony Convictions _____

Number	0	0	
of Counts:	1 - 2	5	
	3 or more	15	<div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto;"></div>

◆ Prior Adult Incarcerations _____

Number:	0	0	
	1 - 9	4	
	10 or more	32	<div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto;"></div>

◆ Legally Restrained at Time of Offense _____

If YES, add 6 → 0

Total Score _____

- 31 or less, check Recommended for Alternative Punishment.
- 32 or more, check NOT Recommended for Alternative Punishment.

Larceny/ Section D

Go to **Cover Sheet** and fill out **Nonviolent Risk Assessment Recommendations**.



Offense Details

Offender Name:

Offense	Counts	VCC	Offense Date	Docket No.
Primary Offense				
1.				

Additional Offense	Counts	VCC	Offense Date	Docket No.
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				