



# Sentencing Guidelines Cover Sheet

Scheduled Sentencing Date:

\_\_\_\_/\_\_\_\_/\_\_\_\_

Complete this form ONLY for applicable felonies sentenced on or after July 1, 2016.

## ◆ OFFENDER

First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_ Suffix \_\_\_\_\_

Date of Birth: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Month Day Year

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
			<small>Month Day Year</small>
Primary Offense	____	____-____-____	____/____/____
Additional Offenses	____	____-____-____	____/____/____
_____	____	____-____-____	____/____/____

Primary Offense Code Section § \_\_\_\_\_ Docket Number \_\_\_\_\_

## ◆ METHOD OF ADJUDICATION

- Jury Trial Sentence Set by Jury: \_\_\_\_\_ Years \_\_\_\_\_ Months \_\_\_\_\_ Days  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 \_\_\_\_\_ Years \_\_\_\_\_ Months \_\_\_\_\_ Days

Sentence Range \_\_\_\_\_ Years \_\_\_\_\_ Months \_\_\_\_\_ Days TO \_\_\_\_\_ Years \_\_\_\_\_ Months \_\_\_\_\_ Days

Recommendation Adjusted for Mandatory Minimum



# Fraud Section A

Offender Name: \_\_\_\_\_

## ◆ Primary Offense

A. Other than listed below	
1 count .....	3
2 counts .....	7
3 counts .....	11
B. Credit card theft	
1 count .....	4
2 counts .....	11
C. Welfare or food stamp fraud (\$200 or more); false application for public assistance	
1 count .....	2
2 counts .....	3
D. Passing bad checks (\$200 or more); Credit card fraud (\$200 or more); Receiving goods from credit card (\$200 or more); Making false statement to obtain goods or utilities (\$200 or more)	
1 count .....	1
2 counts .....	2
3 counts .....	8
E. Forging coins, checks or bank notes, or other writings; Uttering; Making or possessing forging instruments	
1 count .....	2
2 counts .....	3
3 counts .....	5
F. Construction fraud	
1 count .....	2
2 counts .....	3
G. Use identifying information to defraud, > \$200 (1 count) .....	6
H. Obtain identifying information with intent to defraud, 2nd or subseq.	
1 count .....	1
I. Receiving stolen credit card or credit card number with the intent to use or sell	
1 count .....	3
2 counts .....	10

Score

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## ◆ Primary Offense Remaining Counts

Total the maximum penalties for counts of the primary not scored above

Years:	Less than 40 .....	0
	40 or more .....	1

0	
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## ◆ Additional Offenses

Total the maximum penalties for additional offenses, including counts

Years:	Less than 5 .....	0
	5 - 14 .....	1
	15 - 29 .....	2
	30 - 39 .....	3
	40 or more .....	4

0	
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## ◆ Prior Convictions/Adjudications

Total maximum penalties for the 5 most recent and serious prior record events

Primary offense: H: Obtain identifying information with intent to defraud, 2nd or subseq.	
Years	Points
Less than 9 .....	0
9 - 41 .....	1
42 or more .....	2

Primary offense: All other offenses	
Years	Points
Less than 2 .....	0
2 - 7 .....	1
8 - 17 .....	2
18 - 24 .....	3
25 - 35 .....	4
36 or more .....	5

0	
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## ◆ Prior Felony Property Convictions/Adjudications

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

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

Primary offense: H: Obtain identifying information with intent to defraud, 2nd or subseq.	
Number of Counts	Score
1 - 5 .....	1
6 or more .....	2

Primary offense: All other offenses	
Number of Counts	Score
1 - 3 .....	1
4 - 6 .....	2
7 or more .....	3

0	
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## ◆ Prior Incarcerations/Commitments

If YES, add 3

0	
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## ◆ Prior Revocations of Parole/Post-Release, Supervised Probation or CCCA

If YES, add 3

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 .....	4
Parole/post-release, supervised probation or CCCA .....	9

0	
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## Total Score

If total is 10 or less, go to **Section B**. If total is 11 or more, go to **Section C**.

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# Fraud Section B

Offender Name: \_\_\_\_\_

## ◆ Primary Offense

- A. Other than listed below
  - 1 count ..... 2
  - 2 counts ..... 4
- B. Credit card theft (1 count) ..... 6
- C. Welfare or food stamp fraud (\$200 or more); false application for public assistance
  - 1 count ..... 1
  - 2 counts ..... 6
- D. Passing bad checks (\$200 or more); Credit card fraud (\$200 or more); Receiving goods from credit card (\$200 or more); Making false statement to obtain goods or utilities (\$200 or more)
  - 1 count ..... 4
  - 2 counts ..... 7
- E. Forging coins, checks or bank notes, other writings; Uttering; Making or possessing forging instruments (1 count) ..... 6
- F. Construction fraud (1 count) ..... 1
- G. Use of identifying information to defraud, > \$200 (1 count) ..... 6
- H. Obtain identifying information with intent to defraud, 2nd or subsequent
  - 1 count ..... 6
- I. Receiving stolen credit card or credit card number with the intent to use or sell (1 count) ..... 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 19 ..... 0
- 19 - 27 ..... 1
- 28 - 36 ..... 2
- 37 or more ..... 3

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

- Years: Less than 2 ..... 0
- 2 - 9 ..... 1
- 10 - 18 ..... 2
- 19 - 27 ..... 3
- 28 - 36 ..... 4
- 37 or more ..... 5

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
- 2 - 5 ..... 1
- 6 - 10 ..... 2
- 11 - 16 ..... 3
- 17 - 21 ..... 4
- 22 - 27 ..... 5
- 28 - 32 ..... 6
- 33 - 38 ..... 7
- 39 or more ..... 8

0	
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## ◆ Prior Juvenile Record \_\_\_\_\_ If YES, add 2 →

0	
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## ◆ Legally Restrained at Time of Offense \_\_\_\_\_ If YES, add 4 →

0	
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**SCORE THE FOLLOWING FACTOR ONLY IF PRIMARY OFFENSE IS H: OBTAIN IDENTIFYING INFORMATION WITH INTENT TO DEFRAUD, 2ND OR SUBSEQUENT (§18.2-186.3(D))**

## ◆ Prior Misdemeanor Convictions/Adjudications (Excludes Traffic) \_\_\_\_\_

- Number of Counts: 1 - 7 ..... 1
- 8 or more ..... 4

0	
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## Total Score

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

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# Fraud Section C

Offender Name: \_\_\_\_\_

## ◆ Primary Offense

Prior Record Classification  
 Category I    Category II    Other

A. Other than listed below			
1 count .....	24	12	6
2 counts .....	28	14	7
3 counts .....	40	20	10
4 counts .....	56	28	14
B. Credit card theft (1 count) .....	36	18	9
C. Welfare fraud or food stamp fraud (\$200 or more); false application for public assistance			
1 count .....	12	6	3
2 counts .....	20	10	5
D. Forging coins, checks or bank notes, other writings; Uttering; Making or possessing forging instruments			
1 count .....	28	14	7
2 - 3 counts .....	32	16	8
4 counts .....	40	20	10
E. Construction fraud (1 count) .....	36	18	9
F. Use identifying information to defraud, > \$200 (1 count) .....	36	18	9
G. Obtain identifying information with intent to defraud, 2nd or subsequent (1 count) .....	16	8	4
H. Receiving stolen credit card or credit card number with the intent to use or sell (1 count) ..	24	12	6

Score

0		
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## ◆ Primary Offense Remaining Counts

Assign points for each count of the primary not scored above and total the points

Maximum Penalty:	5 .....	0
(years)	10, 20 .....	1

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## ◆ Additional Offenses

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

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

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## ◆ Prior Convictions/Adjudications

Assign points to the 5 most recent and serious prior record offenses and total points

Maximum Penalty:	Less than 5 .....	0
(years)	5, 10 .....	1
	20 .....	2
	30 .....	3
	40 or more .....	4

0		
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## ◆ Prior Felony Fraud Convictions/Adjudications

Number of Counts:	1 .....	1
	2 .....	2
	3, 4 .....	3
	5 .....	4
	6 .....	5
	7 .....	6
	8 .....	7
	9 or more .....	8

0	0	
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## ◆ Prior Juvenile Record

If YES, add 4

0	0	
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## ◆ On Parole/Post-Release, Supervised Probation, or CCCA at Time of Offense

0	0	
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## Total Score

See Fraud 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 ❖ Fraud 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

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## ◆ Gender \_\_\_\_\_

- Offender is Female ..... 1
- Offender is Male ..... 10

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## ◆ Prior Adult Felony Convictions \_\_\_\_\_

- Number of Counts: 0 ..... 0
- 1 - 2 ..... 5
- 3 or more ..... 15

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## ◆ Prior Adult Incarcerations \_\_\_\_\_

- Number: 0 ..... 0
- 1 - 9 ..... 4
- 10 or more ..... 32

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## ◆ Legally Restrained at Time of Offense \_\_\_\_\_

If YES, add 6 →

0	
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## Total Score \_\_\_\_\_

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

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

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Fraud/Section D