

The Pretrial Service Division of the First Judicial District of Pennsylvania operates as a full service bail agency, providing supervised release services, appointment of counsel interviews, and enforcement of judicial orders related to the adult criminal trial division.

The following are frequently asked questions regarding the division:

Where can bail be paid?

Bail can be paid at the Bail Acceptance Office, Room B-03 of the Criminal Justice Center, 1301 Filbert Street. The office is always open, including holidays. Bail must be paid in cash, and the person posting the bail must provide a valid form of identification. The only exception to cash is a bank cashier's check, however, the hours for acceptance are limited and other conditions apply. Questions should be referred to the Bail Acceptance Office at 215-683-7727.

Do I get my bail money back?

Most of the bail money is refunded, provided there were no failures to appear for court or other release violations. Seventy percent of the bail deposit is available for refund thirty-one days after the final listed court date. The person named on the original bail deposit receipt must provide valid identification at the Bail Refund Office, Room B-03 of the Criminal Justice Center, 1301 Filbert Street. The office is open Monday through Fridays, 8:30am to 4:30pm, Phone: 215-683-7723.

When should I call the Pretrial Service Division?

You are required to phone the Pretrial office within 24 hours of your release after arrest. The check-in phone number is 215-686-7421. This is an automated system that is always answered, where your call will be recorded. You must provide your police identification number when prompted.

You are also required to call the Notification Unit at 215 683-3710 if you change your address or have questions about your court date. If you are on conditional release you must call your assigned Case Manager when required, or, call the Supervision Unit at 215-683-3750. The Notification and Supervision units are open Monday through Friday, from 8:30am to 4:30 pm.

What type of case does Pretrial Service Division appoint counsel for?

Adult criminal cases within the county of Philadelphia (Does not include summary citations, matters of child custody, support, or protection from abuse petitions.) The appointment of counsel interviews are conducted at the Pretrial Service Division main office, 1401 Arch Street, 5th Floor, Monday through Friday, between 8am and 4pm. Questions should be referred to 215-683-3710.

How can I find out about conditional release?

Conditional release from jail must be ordered by a judge. You should ask your attorney to assist you in this matter. Questions regarding eligibility can be referred to the Detention Review Unit at 215-683-3751. In general, cases involving felony assault, defendants with extensive prior arrest records, and violators of conditional release, are not eligible for the program.

What does conditional release involve?

In most cases, a judge approving conditional release will require some form of electronic monitoring house arrest. The restrictions of electronic monitoring house arrest vary. In some cases the judge may only permit the defendant to leave the residence for court appearances, scheduled appointments with an attorney, and medical emergencies. In other cases the judge may permit a schedule for employment and other verifiable events. In either case, the arrangement for electronic monitoring requires the permission of the homeowner and the installation of special equipment to the resident phone line. Many special features that may exist on the phone line, such as call waiting and call forwarding, may have to be removed. A careful on-site investigation of the household is conducted by the Pretrial office prior to a defendant being placed on conditional release house arrest.

A defendant placed on conditional release may be eligible to acquire the services of the division Resource Coordinator. The Resource Coordinator offers advocacy, education, linkage and crisis intervention for behavioral health, medical, and social problems. An appointment with the Resource Coordinator can be arranged through the defendant's assigned Case Manager.

If I am on house arrest and an emergency situation occurs, who should I call?

You should call your assigned Case Manager during office hours, 8:30am to 4:30pm, Monday through Friday. During evenings, weekends, and holidays, you should call the House Arrest Monitoring Unit at 215-568-0191. *This must be for a true emergency; life threatening situation.* You must provide the name of your Case Manager, and specific information such as hospital address, doctor's name, etc.

What happens if I fail to appear in court?

You will be subject to immediate arrest on a bench warrant. If you were released on cash bail you could lose your deposit and be responsible for payment of the full bail amount. You can lessen or avoid these sanctions if you promptly surrender for a bench warrant hearing, at 7am, Monday through Friday, to Room B-04 of the Criminal Justice Center, 1301 Filbert Street. Questions should be referred to the Warrant/Enforcement Unit at 215-683-3723.