

BAIL REVIEW REQUEST FORM—(PTS-BR)
INSTRUCTION SHEET

All requests for bail modification must be submitted on the Administrative Bail Review Request form (PTS-BR) to formalize and expedite the process. The form must be completed in full, and a response will be given to the requestor within three (3) business days. The following is an explanation for completing the form.

Case Information

This section is to be used for the defendant's information. When listing the OTN Number, make sure that it is the OTN for the case for which you are requesting a modification. If you would like to address more than one case, please list all of the cases and corresponding bonds and modifications, if any.

Bond Information

When completing this section, make sure that **ALL** of the information being requested is supplied. Failing to complete the requested information or supplying incorrect information will delay processing of the request. Be specific as to why you are requesting the modification of the bond or bond conditions when stating the reason for the request.

Requestor's Information

Verify that contact information is correct to ensure we are able to reach you.

The form may be emailed to Pretrial Services at PTSBail_Questions_Bin@alleghecourts.us or faxed to 412-350-7109.