

State of Louisiana Uniform Commitment Order

Judicial District Court Section

Parish of Commitment Docket Number

Defendant/Case Identifiers:							
Name of Convicted							
Race			Date of Birth (MM/DD/YYYY)				
Sex			State ID Number (SID)				
Sentence: The above noted offender shall be imprisoned at hard labor in the custody of the Department of Public Safety and Corrections for:							
Convicted of: <i>(Revised Statute & Crime)</i>	Num of Cts	Verdict /Plea:	Enh/Mod	Drug Offense Type and Activity	Total Sentence Length <i>Yr/Month/Day)</i>	Imposed time to be served in custody <i>Yr/Month/Day)</i>	
Sentence/Offense Dates (MM/DD/YYYY): (For each of the above numerated convictions)							
Offense Date(s)							
Adjudication Date							
Sentence Date							
Revocation Date(s)							
Sentence Conditions:							
	Docket Number		Parish, Judicial District of Docket Number				
Concurrent with :							
Consecutive to:							
C.Cr.P. 890.1, Waiver of minimum mandatory sentences (excludes R.S. 14:2(B) & R.S. 15:541 offenses)		Yes	No		Is this part of a multiple bill proceeding?	Yes	No

Charges		Dismissed or Not Guilty on the docket (count)			
Special Comments, Program Participations or Instructions					
	Defendant is given years without benefit of probation, parole or suspension of sentence				
	Defendant is given credit for time served from date of initial arrest til today for each day defendant actually served				
	Other:				
Defendant is recommended for:		Substance Abuse Treatment			
		Other			

Involved Parties (Printed Names and Addresses):	
Minute Clerk:	Court Reporter :
Prosecutor:	Defense Attorney:
Address:	Address:

The above sentence, handed down in Open Court, is the order of this Court and this shall be sufficient warrant for its execution. Thus Done and Signed this day of , 20.

Judge's Printed Name and Mailing Address:

Judge's Signature

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Instructions for Completion of Form

A. Header Section

- Judicial District – list the Judicial District in which the defendant is being sentenced.
- Parish of Commitment – list the parish in which the defendant is being sentenced.
- Court Section – section of court in which the defendant is being sentenced.
- Docket Number – docket number under which the defendant is being sentenced.

B. Defendant/Case Identifiers

- Name of Convicted – name of person being sentenced.
- Race – race of person being sentenced.
- Sex – sex of person being sentenced.
- Date of Birth – in format of MM/DD/YYYY.
- State ID Number – number assigned to defendant by Louisiana State Police at the time of fingerprinting.

C. Sentence Details

- Revised Statute Number & Description of the Crime convicted – the R.S. code for the statute under which the defendant was convicted and the offense description: e.g. “14:30.1, 2nd Degree Murder”
- Number of counts – number of counts, per statute, for which the defendant was convicted.
- Verdict/Plea – manner in which defendant was convicted: Guilty, Plead Guilty, Nolo Contendere.
- Enhancements/Modifiers – if there are any modifiers or enhancements to the conviction, such as but not limited to: Habitual Offender, 2nd Offense, 3rd Offense, Attempt, Accessory, etc.
- Drug offense Type and Activity: only for drug offense convictions, list the drug and the activity level, e.g. “marijuana: possession”, or ‘heroin: distribution”, “meth: manufacturer”, etc.
- Sentence Length – length of time defendant is to be incarcerated for conviction under R.S. code. *Example: 2 years, 6 months, 30 days.*
- Imposed time to be served in Custody of DOC - total length of sentence imposed that is served in the custody of DOC.

D. Sentence/Offense Dates

- Offense date(s) – offense dates related to convictions listed in Sentence Details section.
- Adjudication date – date case was adjudicated.
- Sentence Date – date defendant is being sentenced for offenses listed in Sentence Details section.
- Revocation Date(s) – date(s) of revocation.

E. Sentence Conditions

- Concurrent with – list all docket numbers along with corresponding parish and judicial district with which this sentence will run concurrent.
- Consecutive to - list all docket numbers along with corresponding parish and judicial district for any sentence to be served consecutive to this sentence.
- Waiver of minimum mandatory sentence – indicate if there is a waiver of the minimum mandatory sentence for the conviction. Offenses of violence and sex offenders are excluded from the waiver.
- Multiple Bill Proceeding – indicate if this is part of a multiple bill proceeding.

F. Charges Dismissed or Not Guilty

- Indicate which counts from the filed bill have been dismissed or which counts the defendant was found not guilty

G. Special Comments, Program Participation or Instructions

- Number of years without benefit of probation, parole or suspension of sentence – indicate if the defendant will have any length of time without benefit of probation, parole or suspension of sentence.
- Credit for time served – indicate if the defendant is given credit for time served.
- Any additional conditions of the sentence imposed and not contained in the other sections of the document, such as suspended sentence or good time, should be listed in this section.
- Special Programs- indicate if the defendant is to participate in any special Department of Corrections programs.

H. Involved Parties – this section contains the printed names of the parties involved at the time of sentencing: Minute Clerk, Court Reporter, Prosecutor, and Defense Attorney. The addresses of the prosecutor and defense attorney are requested.

I. Signature Section – The document must be accurately dated and signed by the Judge. Include the judge’s printed name and mailing address in the box provided.

The completed sentencing form should be forwarded to the Sheriff within 36 hours of the defendant’s commitment to Department of Public Safety and Corrections.