



*New York State Archives*

**New York State Executive Department Division of Probation  
Selected Pre-Sentencing Investigation Case Files (New York  
City) B1065**

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New York State Archives  
222 Madison Avenue  
Albany, NY 12230  
[archref@nysed.gov](mailto:archref@nysed.gov)  
URL: <http://www.archives.nysed.gov/>

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## Overview of the Records

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<b>Repository:</b>	New York State Archives
<b>Summary:</b>	This series consists of case files relating to pre-sentence investigations of felonies in New York, Kings, Queens, and Bronx counties. Files typically contain a pre-sentence report; Identification and Information System Report; grand jury indictment; pre-sentence report work sheet; a U.S. Bureau of Narcotics and Dangerous Drugs "case report"; order for pre-sentence investigation and report; signed defendant's release of personal data; and physician's addiction status certificate. Correspondence and newspaper clippings may be included. Records are restricted pursuant to Criminal Procedures Law.
<b>Creator:</b>	New York (State). Executive Department. Division of Probation
<b>Title:</b>	New York State Executive Department Division of Probation selected pre-sentencing investigation case files (New York City)
<b>Quantity:</b>	44 cubic feet
<b>Inclusive Date:</b>	1972-1974
<b>Series:</b>	B1065

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## Arrangement

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The records are arranged in four subseries: Subseries 1, New York County Case Files, September 1972-March 1974, 8 cu. ft.; Subseries 2, Kings County Case Files, February 1973-March 1974, 32 cu. ft.; Subseries 3, Queens County Case Files, October 1973-February 1974, 2 cu. ft.; and Subseries 4, Bronx County Case Files, September 1973-February 1974, 2 cu. ft.

Arrangement within each subseries is by case number.

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## Scope and Content Note

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The series consists of case files prepared by Division of Probation personnel for criminal convictions in four of the five boroughs of New York City (New York, Kings, Queens, and Bronx). All case files relate to pre-sentence investigations of felony cases, but the types of felonies differ in each of the subseries.

A typical file contains: pre-sentence report from the Division of Probation to the Centralized Special Narcotics Parts of the Supreme Court; NYS Division of Criminal Justice Services Identification & Information System (NYSIIS) Report; NYS Supreme Court grand jury indictment; a NYS Probation Department pre-sentence report work sheet; U.S. Department of Justice Bureau of Narcotics & Dangerous Drugs "case report"; NYS Supreme Court order for pre-sentence investigation and report; defendant's signed release of personal data to the Division of Probation; physician's certificate of addiction or non-addiction; NYS Supreme Court order placing convicted person on probation (found rarely); and correspondence and newspaper clippings about the case (found rarely).

Stapled to the inside of each case folder is a checklist called "Pre-Sentence Investigation & Report--Record of Progress." Often this is blank. On the outside of each folder are the conviction date, indictment number; names of judge and probation officer; and due date of the report. On the folder tab are names of the defendant and the consecutive number for each of the four counties served.

A more detailed description of the case documents mentioned above is available. Files in each subseries were originally arranged by due date for the pre-sentence report, and this chronological order corresponds very closely to the dates of conviction.

Subseries 1, New York County. The files all concern narcotics and dangerous drug cases. "Dangerous Drugs" are defined as narcotics plus amphetamines and barbiturates. Case numbers range from N1001 through N2500.

Subseries 2, Kings County. The files concern all felonies except narcotics and dangerous drug offenses, although such charges occasionally appear in addition to other criminal charges. Case numbers range from K1331-K3816.

Subseries 3, Queens County. The files concern dangerous drug cases only. Case numbers range from Q1000 through Q1072.

Subseries 4, Bronx County. The files concern dangerous drug cases only. Case numbers range from X1000 through X1083.

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## Use of Records

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### Access Restrictions

Restricted permanently pursuant to Criminal Procedures Law, Section 390.50.

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## Administrative Information

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### Custodial History

These are state, not local, records. The files were created in a special program by which State Division of Probation personnel assisted local probation departments.

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## Access Terms

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- Probation--New York (State)
- Sentencing
- Pre-sentence investigation reports
- Case files
- New York (State)
- Convicting
- New York (State). Division of Probation and Correctional Alternatives