



# Intake Form

**\*Information will be kept confidential and only used for purpose of the Pardon Project of Erie County\***

Date & Time of Intake: \_\_\_\_\_ Interviewer Name \_\_\_\_\_

Client Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone (H) (\_\_\_\_) \_\_\_\_\_ (C) (\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

Annual Income: \$ \_\_\_\_\_ # Members in Household \_\_\_\_\_

Why would you like to apply for a pardon? How do you think this can help you?

Are your charges in Pennsylvania? Yes\_\_\_ No\_\_\_

Erie County? Yes\_\_\_ No\_\_\_

If no, which county? \_\_\_\_\_

Have you ever applied/received an expungement? Yes\_\_\_ No\_\_\_

If yes, what was expunged, when (year)?

\_\_\_\_\_  
\_\_\_\_\_

Have any of your criminal records been sealed? Yes\_\_\_ No\_\_\_ Don't Know\_\_\_

If yes, what was sealed, when (year)? \_\_\_\_\_

Have you completed the terms of your probation/parole? Yes\_\_\_ No\_\_\_

Completion date of probation/parole: \_\_\_\_\_

Do you still owe restitution/fines/costs? Yes\_\_\_ No\_\_\_

If yes, are you on and following a payment plan? Yes\_\_\_ No\_\_\_

Estimated time until payment completion? \_\_\_\_\_

**Criminal Information**

Charges	Date of Offense	County Where Charges Were Issued

How did you learn about the Pardon Project? Check all that apply.

- Pardon committee member
- Pardon client
- County or Community Service Agency \_\_\_\_\_
- Social Media posting
- Flyer, where \_\_\_\_\_
- Other \_\_\_\_\_

**For PPEC only:** \_\_\_\_\_

Meets Income Eligibility Yes\_\_\_ No\_\_\_ Meets Offense Eligibility Yes\_\_\_ No\_\_\_

Meets Residency Requirements Yes\_\_\_ No\_\_\_

Date Assigned \_\_\_\_\_ Date Informed Client \_\_\_\_\_

Pro Bono      Community Service Agency      Ineligible (PPEC)/Referral

Community Service Agency Assigned: \_\_\_\_\_

Pardon Coach Assigned \_\_\_\_\_

Attorney Assigned: \_\_\_\_\_

Comments: