



Defendant Information Sheet

Phone Supervision

As a condition of your nonmonetary release you are required to report by phone to the ProTrack reporting system. Failure to comply is a violation of bond and may result in your bail being revoked and a warrant being issued for your arrest.

These instructions will assist you in enrolling in the ProTrack automated phone reporting service.

<p>1. Make ProTrack Payment</p>	<p>1. Make a one-time payment for ProTrack Supervision</p> <p>a) See ProTrack payment information on the back of this page.</p> <p>b) Failure to comply with supervision conditions, including payment for ProTrack is a violation of your bond.</p>												
<p>2. Call the Reporting Line: 412-404-6839</p>	<p>2. Call 412-404-6839</p> <p>a) Your Enrollment Code is your OTN Number located on your preliminary arraignment paperwork. (Example: G123456-7). Enter with no spaces or dashes (Example: G1234567) For the letter preceding your OTN use the table as follows: ABC= 2; DEF= 3; GHI= 4; JKL= 5; MNO= 6 PQRS = 7; TUV= 8; WXYZ= 9</p> <table border="1" style="margin: 10px auto; border-collapse: collapse; text-align: center;"> <tr> <td style="padding: 5px;">1</td> <td style="padding: 5px;">2 ABC</td> <td style="padding: 5px;">3 DEF</td> </tr> <tr> <td style="padding: 5px;">4 GHI</td> <td style="padding: 5px;">5 JKL</td> <td style="padding: 5px;">6 MNO</td> </tr> <tr> <td style="padding: 5px;">7 PQRS</td> <td style="padding: 5px;">8 TUV</td> <td style="padding: 5px;">9 WXYZ</td> </tr> <tr> <td style="padding: 5px;">*</td> <td style="padding: 5px;">0 -</td> <td style="padding: 5px;">#</td> </tr> </table> <p>b) You will be asked for your PIN. Your PIN is the last 4 digits of your social security number or your two-digit month and two-digit day of your birthdate, (MMDD). Once your phone number is registered, you will be required to enter only the PIN number in subsequent reports.</p> <p>c) You must report to ProTrack within 48 hours of being released from the Allegheny County Jail or within 48 hours of being granted the nonmonetary bond condition of phone-in supervision.</p>	1	2 ABC	3 DEF	4 GHI	5 JKL	6 MNO	7 PQRS	8 TUV	9 WXYZ	*	0 -	#
1	2 ABC	3 DEF											
4 GHI	5 JKL	6 MNO											
7 PQRS	8 TUV	9 WXYZ											
*	0 -	#											
<p>3. Call the Reporting Line as scheduled</p> <p>Check-In Schedule: Every other Tuesday or any time you receive a ProTrack message instructing you to check in.</p>	<p>3. Call 412-404-6839</p> <p>a) On your scheduled check-in day, call the check-in line 412-404-6839. You are required to check-in every other Tuesday or anytime you receive a ProTrack message instructing you to check in.</p> <p>b) The system may then ask you questions, and give you messages. <u>You must respond to all questions and listen to all messages.</u></p> <p style="text-align: center;">If you have problems or questions regarding the check-in system contact protrack@cdibtm.com or contact Pretrial Services at (412) 350-4735</p>												



ProTrack Payment Information

HOW MUCH?

A one-time payment of \$48.

WHEN?

Your initial payment is **DUE IMMEDIATELY**.

HOW DO I PAY?

CREDIT or DEBIT CARD PAYMENTS:

1. Go to www.cdibtm.com
2.
 - a. **If using mobile device**, click 3 bars in top left-hand corner. Click down arrow next to "ProTrack Payments" and then click "Select County." Continue to Step c below.
 - b. **If using computer**, hover on "Protrack Payments" in menu located in the top right corner of the page and click "Select County."
 - c. Click on "Allegheny County."
 - d. Click on Bail Reporting Product.
 - e. Enter in your name and OTN number.
 - f. Click Add to Cart.
 - g. Click View Cart and make sure you have the appropriate amount.
 - h. New window will open, and you can choose to pay with a PayPal account or click "pay with a debit or credit card."
 - i. Enter your payment information and continue with site instructions.

CHECK OR MONEY ORDER PAYMENTS:

Send check or money order in the amount of \$48 to:

**Corrections Development Inc.
PO Box 7017
Penndel, PA 19047**

Please include "Allegheny County" and your OTN number on the check or money order.
A service fee of \$25.00 will be charged for all returned checks

PROTRACK REPORTING PROCEDURE

- a) You must report to ProTrack within 48 hours of being released from the Allegheny County Jail or within 48 hours of being granted the nonmonetary bond condition of phone-in supervision.
- b) If you are calling from a phone number that is recognized by the system, you will be asked to enter a PIN number. This is the last 4 digits of your social security number, or your two-digit month and two-digit day of your birthdate (MMDD).
- c) If you are calling from a phone number that is **not** recognized by the system, you will be required to enter your OTN number and your PIN (last 4 digits of your social security number or your two-digit month and two-digit day of your birthdate, MMDD). Once your phone number is registered, you will be required to enter only the PIN number in subsequent reports.