Scott Walker
Governor

Edward F. Wall
Secretary

State of Wisconsin
Department of Corrections

Division of Juvenile Corrections
3099 E. Washington Avenue
Post Office Box 8930
Madison, WI 53708-8930
Telephone (608) 240-5900
Fax (608) 240-3370

Paul J. Westerhaus
Administrator

INTERSTATE COMPACT FOR JUVENILES (ICJ)

ICJ Referral Packet – Revised 06/12/2015

Please scan and email the packet to: joy.swantz@wi.gov. If scanning is not an option, please mail **one** copy to the address listed above.

Required information to be included in the ICJ Transfer of Supervision Referral Packet:

- **Cover Letter** — The Cover Letter must include a brief summary as to why ICJ is appropriate. PLEASE NOTE, if there is a restitution balance owed prior to the youth's departure from Wisconsin; this information and clear instructions for where to mail the restitution payments must be included within the county cover letter.
- **Form IV*** — (Probation or Parole Investigation Request)
- **Form IA/VI*** — (Application for Compact Services and Waiver)
- **Petitions(s)/Arrest Report(s)**
- **Court Order(s)** — (Adjudication and Disposition)
- **Conditions of Supervision/Rules**
- **Legal and Social History/Court Report**
- **Other:** — Any other case information that may be helpful to the other state *(e.g., psychological reports, school records, medical information, probation/parole/institutional reports)*

Also include the following, if applicable:

- **Risk Assessment for Sex Offender Referrals**
- **Travel Permit*** — (Executed when a parolee or probationer is traveling to establish residence in a members state prior to formal acceptance or just visiting a member state.)
- **Form V*** — (Executed after the parolee or probationer has been accepted by the receiving state and before s/he has departed for the receiving state)

WI ICJ staff contact information, ICJ Forms and Rules can be found at:
http://doc.wi.gov/families-visitors/juvenile-services/interstate-compact-for-juveniles