

State of Colorado

EXECUTIVE CLEMENCY APPLICATION

TYPE OF CLEMENCY DESIRED:

- COMMUTATION OF SENTENCE (Adult)
- COMMUTATION OF SENTENCE (Juvenile Convicted as Adult)
- PARDON
- Felony: Seven years must have elapsed since completion of sentence.
Misdemeanor: Three years must have elapsed since completion of sentence.

(All attached documents must be clear and legible)

I. REQUIRED INFORMATION

Applicant Name(s):

Alias:

Facility: Parole Eligibility Date (if Applicable):

Address:

Previous Address:

Phone Number Cell Number

Date of Birth: Place of Birth:

SSN: FBI #: DOC #:

Have you ever requested clemency before? Yes No

If yes, state month and year application was submitted: Month: Year:

EDUCATION LEVEL

Include institution name, address and phone number, dates attended, and copies of any diplomas/certificates/degrees earned.

Institution Name:

Address:

Dates Attended:

diplomas/
certificates/
degrees:

OCCUPATION

List jobs held and/or occupation for the last 5 years including supervisor. Name and contact phone number and any/all occupational licenses or certificates. Attach any documents which verify, demonstrate or reflect your achievements.

Name of Business:

Address:

Position Held: Supervisor Name:

Contact Phone No: Years Employed:

Occupational
licenses or
certificate:

Name of Business:

Address:

Position Held: Supervisor Name:

Contact Phone No: Years Employed:

MILITARY

Have you ever served in the military? Yes No

If yes, please state your discharge status and date of discharge, any medals or commendations received, and attach a copy of your DD-214 and military ID.

Branch Discharge Status Date of Discharge:

Medals / Commendations

DOMESTIC

Marital status: If Other, Provide explanation:

Full Name of spouse or significant other:

Length of cohabitation:

List all children by name and age:

If minors, who has current custody of the children?

Are there outstanding court orders concerning child support? Yes No If "Yes" provide explanation

COLLATERAL CONSEQUENCES OF THE CONVICTION

Demonstrate the need for restoration of rights associated with the conviction (i.e., issues related to sport hunting, eligibility for elected office, military services and other impacted privileges). Sealed or expunged criminal records must be acknowledged and documented. Provide certified documentation that all restitution and sentencing requirements have been met.

II. CRIME INFORMATION

Crime No. 1:

List original charges(s)
& final conviction:

Sentence:

Date Sentenced:

Court Docket No:

Sentencing County:

Presiding Judge:

Prosecutor:

Defense Attorney:

Appellate Review:

List any post conviction remedies sought, date sought and outcome

Crime No. 2:

List original charges(s)
& final conviction:

Sentence:

Date Sentenced:

Court Docket No:

Sentencing County:

Presiding Judge:

Prosecutor:

Defense Attorney:

Appellate Review:

List any post conviction remedies sought, date sought and outcome

List additional crime(s) on addendum sheet

List additional arrests, juvenile offenses, traffic or other offenses. Please include dates and locations

IV. REQUIRED DOCUMENTATION: COMMUTATION

(Check all boxes where documentation submitted)

- A personal letter to the Governor stating specific reasons/circumstances for requesting clemency.
- LSI Assessment
- CARAS Assessment
- The Admission Data Summary (ADS) and Diagnostic Summary
- Current psychological/psychiatric/medical reports. *(If there is a serious medical condition documentation from clinical personnel with diagnosis, prognosis, and recommendations must be attached.)*
- Reports of disciplinary actions and sanctions, please include details outlining offenses.
- Pre-sentence investigation report/ arrest affidavits/offense report.
- Detainer/notification requests, or other similarly relevant law enforcement communications
- Summary Commute Application/Waiver *(provided by Offender Services to include time calculations)*
- Any additional documents that would assist the Governor in making an informed decision.

V. REQUIRED DOCUMENTATION: PARDON

(Check all boxes where documentation submitted, all copies must be clear and legible)

- A personal letter to the Governor stating specific reasons/circumstances for requesting clemency
- Federal and State tax return transcripts for last five years
- Verification of employment for the past five years. You are encouraged to submit letters from employment supervisors on company letterhead stating date hired, date employment terminated, job performance and any other generally accepted forms of employment verification.
- Pay stubs for last three months from employer
- Five letters of reference, *(Letters must be addressed to the Governor, be dated, include language indicating that the letter is for a pardon application, and include the writer's contact information.)*
- Reports from community parole officer/probation office addressing adjustment to community placement
- Discharge documents
- Color photocopy of driver's license
- Current FBI record or arrest record
- Attach completed fingerprint card *(prints should be on blue applicant fingerprint card)*
- Any additional documents that would assist the Governor in making an informed decision

NOTE: The clerk of the court in the jurisdiction where the conviction was entered may assist in locating court records. Applicants may obtain fingerprints, criminal records and criminal histories from local law enforcement. Providing reports from law enforcement, pre-sentence investigation reports, charging documents and sentencing documents may expedite the process, therefore it is recommended that you include them with your pardon application, where possible.

VI. CHARACTER CERTIFICATE (For commutation of sentence only)

Demonstrates the conduct of the applicant during his confinement in the correctional facility, together with such evidence of former good character, as the applicant may be able to produce.
(attach any additional documentation that may be needed.)

1. MEETS ELIGIBILITY CRITERIA Yes No (If no, list reasons)

COMMENTS:

2. CONDUCT/PROGRAMS

COMMENTS:

3. FACILITY REVIEW

Recommended? Yes No

COMMENTS:

Warden / Superintendent

Date

4. EXECUTIVE DIRECTOR REVIEW

Recommended? Yes No

COMMENTS:

DOC Executive Director

Date

EXECUTIVE CLEMENCY APPLICATION ADDENDUM SHEET

Crime No. 3:

List original charges(s)
& final conviction:

Sentence:

Date Sentenced:

Court Docket No:

Sentencing County:

Presiding Judge:

Prosecutor:

Defense Attorney:

Appellate Review:

Crime No. 4:

List original charges(s)
& final conviction:

Sentence:

Date Sentenced:

Court Docket No:

Sentencing County:

Presiding Judge:

Prosecutor:

Defense Attorney:

Appellate Review:

Crime No. 5:

List original charges(s)
& final conviction:

Sentence:

Date Sentenced:

Court Docket No:

Sentencing County:

Presiding Judge:

Prosecutor:

Defense Attorney:

Appellate Review:

USE ADDITIONAL SHEETS AS NECESSARY TO DETAIL ALL CRIMES

Initial Here: _____