

[Date]

[Contact information of letter author]

Re: Clemency Application letter of support for _____

Dear _____,

I am an attorney with _____. Our firm is assisting _____ in preparing a clemency packet for submission to the Texas Board of Pardons and Paroles.

The board will take a number of factors under consideration while reviewing _____'s application, and letters of recommendations from peers, mentors and/or past and future employers is a critical part of this process.

The letter we are asking you to submit will help the board to gain a more complete picture of who the applicant is, the positive path forward that they have created for themselves and any other reasons why you believe they are a good candidate for clemency.

Please briefly explain your relationship to _____, and include the length of time you have known them.

It is helpful if your letter includes information about _____'s character, and highlights their commitment to living a lawful and productive life. You may also comment on the number of obstacles the applicant has successfully overcome and how they have utilized their experiences to support and guide others.

Please follow the checklist below to insure that your letter meets the requirements mandated by the Board of Pardons and Paroles. Thank you so much for your time and commitment to helping ensure that this applicant has the best opportunity to be granted clemency.

- Please address the letter "To the Board of Pardons and Paroles"
- Please recommend a full pardon in the body of the letter.
- The letter must be written by a non-family member.
- The letter must be dated.
- The letter must contain your name, occupation, signature, telephone number and your mailing address.

Sincerely,

Attorney Name

Firm Address