



STATE OF MICHIGAN  
DEPARTMENT OF CORRECTIONS  
LANSING

JENNIFER M. GRANHOLM  
GOVERNOR

WILLIAM S. OVERTON  
DIRECTOR

Attached is the Application for Pardon or Commutation -- Current Michigan Prisoner you requested. If you choose to apply for a pardon or commutation, you should complete this Application **and submit one copy of it and all supporting documentation to the Parole Board.**

As required by Michigan law, upon review of the Application packet, the Parole Board will determine if the Application has "Merit" and take one of the following actions:

1. If the Parole Board determines that the Application **has merit**, the Judge and Prosecutor in the sentencing county will be asked for their position on the Application. If neither objects to the Application, a Public Hearing on the Application will be held in Lansing. After the Public Hearing, the Parole Board will send the Application, a transcript of the Public Hearing and its determination of merit to the Governor's Office for a final decision.
2. If the Parole Board determines that the Application **does not have merit**, the Application with the determination of "No Merit" will be sent directly to the Governor's Office for a final decision.

According to Administrative Rule 791.7760(2), the Parole Board can accept an application only one time every two years. The Governor's Office will notify the applicant once a final decision has been made.

Sincerely,  
**THE PAROLE BOARD**

*Patricia Bancroft*

Pardon and Commutations Coordinator  
Attachment

MICHIGAN DEPARTMENT OF CORRECTIONS  
OFFICE OF THE PAROLE BOARD

APPLICATION FOR PARDON OR COMMUTATION OF SENTENCE

I hereby petition, as provided by law, for a pardon or commutation of sentence for the following conviction(s) in the State of Michigan and submit the following information in support of this petition:

1. Name \_\_\_\_\_ Number: \_\_\_\_\_ Location: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ U.S. Citizen? Yes \_\_\_\_\_ No \_\_\_\_\_

2. Michigan conviction(s) for which you are requesting a pardon or commutation of sentence:

Crime Title and Type (Misdemeanor or Felony)	Date	Court and Location	Judge	Sentence
1.				
2.				
3.				
4.				

3. Briefly describe the circumstances of the crime(s) for which you are requesting a pardon:

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4. Provide a brief statement explaining why are you requesting a pardon or commutation:

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5. Provide a brief statement explaining why you should be granted a pardon or commutation:

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6. What are your home and job placement plans in the event you are released?

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

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Note: If this Application is not signed by the applicant personally, it is signed by \_\_\_\_\_ (Name)

\_\_\_\_\_, for the following reason: \_\_\_\_\_ (Relationship)

Submitted by: \_\_\_\_\_ (Signature) Date: \_\_\_\_\_

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**Notary:**

On this \_\_\_\_ day of \_\_\_\_\_, the petitioner, \_\_\_\_\_ personally appeared before me, known to me to be the person who signed the foregoing petition, and who made an oath that he or she had read the foregoing application by him/her subscribed and knew the contents thereof to be true of his/her own knowledge, except those matters therein stated to be on information or belief, and as to those matters he/she believes to be true.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_

County State

My Commission Expires on

\_\_\_\_\_

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**INSTRUCTIONS:**

1. Submit the original and one copy of the Application and all supporting documentation. Both copies of the Application must have the signature of the applicant (or the person applying for the applicant) and the Notary's stamp and signature.
2. Complete all items and questions fully, using additional sheets a necessary.
3. Mail the Application ad supporting documentation to:

Michigan Department of Corrections  
Office of the Parole Board

Pardons and Commutations Coordinator  
Post Office Box 30003  
Lansing, MI 48909