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## EXECUTIVE CLEMENCY RELIEF

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**Before the Illinois Prisoner Review Board**

**Advising the Honorable \_\_\_\_\_, Governor:**

The undersigned petitioner prays for a pardon and expungement and in support thereof states as follows:

**1. Required Information:**

Full Name: \_\_\_\_\_  
First Middle Last

Address: \_\_\_\_\_  
Number Street Apt./Unit #  
\_\_\_\_\_  
City State Zip Code

Telephone Number (*include area code*): \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

State Prisoner Number (*if applicable*): \_\_\_\_\_

Name Convicted Under and any Aliases: \_\_\_\_\_  
\_\_\_\_\_

Have you ever served in the military?  Yes  No  
*If yes, please state your discharge status and date of discharge, and attach a copy of your DD-214.*

Have you ever petitioned for clemency before?  Yes  No  
*If yes, please state the month and year your petition was considered.*  
\_\_\_\_\_  
\_\_\_\_\_

**Would you, the petitioner, like to request a public hearing?**  Yes  No

**2. Conviction(s) for Which Pardon is Sought:**

For each conviction please provide the following information:

Offense: \_\_\_\_\_

Case Number: \_\_\_\_\_

Date of Arrest: \_\_\_\_\_

County of Conviction: \_\_\_\_\_

Plea       Bench       Trial       Jury Trial

Sentencing Judge: \_\_\_\_\_

Date Sentenced: \_\_\_\_\_

Sentenced: \_\_\_\_\_  
*(Includes probation, any time served, an conditional discharge)*

Time Served: \_\_\_\_\_

Date of Discharge: \_\_\_\_\_

If you appealed your conviction or sentence, provide the status of any pending appeals, including the date of decisions(s) by the Court:

\_\_\_\_\_

Provide a complete and detailed account of the offense(s) for which you seek pardon. Provide your own version of the factual circumstances of the offense(s), including the date and location. *Add additional pages if necessary.*

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

**3. Non-Conviction(s):**

For each incident for which you were arrested, taken into custody, or charged by any law enforcement agency, except for traffic violations, provide the following information:

Case Number: \_\_\_\_\_

Offense Charged: \_\_\_\_\_

Date of Arrest: \_\_\_\_\_

County of Arrest: \_\_\_\_\_

Disposition: \_\_\_\_\_  
(Includes SOL, nolle pros, nonsuit, section 10 or 410 probation, FNPC, supervision)

Date probation or supervision terminated (if applicable): \_\_\_\_\_

Attach a copy of your police record (rap sheet).

**4. Personal Life History:**

Write a detailed narrative biography that includes date and place of birth, educational and employment history, marital status, names and ages of children, substance abuse and mental health information, military record, charitable and community activities. You may also include information on degrees or diplomas earned or anticipated, awards of commendations at school or work, counseling or rehabilitation programs you have attended or completed, military awards, civil or occupational licenses or certifications, and life changing events. You may attach any documents that demonstrate or reflect your achievements.

**5. Reason(s) for Seeking Clemency:**

State your reasons for seeking a pardon, including opportunities that have been denied because of your criminal record.

**6. Type of Clemency Desired:**

- Commutation of Sentence
- Pardon
- Expungement (authorization to file in circuit court)
- Pardon and Expungement (authorization to file in circuit court)
- Pardon and Expungement (authorization to file in circuit court) with restoration of potential firearm privileges and the authority to apply for a Firearm Owners Identification Card (FOID) – (Within the petition, the petitioner must provide the reason(s) that he or she wishes to have firearm privileges.)

**7. Supporting Documentation:**

Attach materials that support the claims made in this petition. These may include DD-214, rap sheet, resume, letters of recommendation, diplomas, certifications, etc...

**8. Certification and Personal Oath:**

The following statement must be signed and sworn before a Notary Public:

I declare under penalty of perjury that all of the assertions made in this petition are complete, truthful and accurate.

Respectfully submitted this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.  
(Month) (Year)

\_\_\_\_\_  
(Signature of Petitioner)

Signed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.  
(Month) (Year)

\_\_\_\_\_  
(Notary Public)

**9. Hearing Information:**

Petitioners may request a public hearing before the Prisoner Review Board. Personal presentations at the hearing are limited. Petitioner may appear with their supporters, but no more than four people may speak during a presentation.

Representatives of incarcerated petitioners may request to speak to the Board at a public hearing, but a personal appearance is not required for the processing of a petition for executive clemency. The Board will make a confidential recommendation for the Governor. ***Board recommendations to the Governor are confidential.***

**10. Filing and Mailing the Petition:**

1. Deliver or mail the **original petition**:

Illinois Prisoner Review Board  
319 East Madison, Suite A  
Springfield, IL 62701

***Within the completed petition to the Prisoner Review Board, include proof that the current presiding judge and state's attorney's office were sent a copy of the petition. You may do this by affidavit with a notarized signature or by including a registered or certified mail receipt.***

**This form must be typewritten. The Prisoner Review Board needs original signatures and they need to be notarized. No faxes will be accepted.**