

## MICHIGAN DEPARTMENT OF CORRECTIONS OFFICE OF THE PAROLE BOARD

### APPLICATION FOR PARDON AFTER PROBATION, PAROLE OR DISCHARGE

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

1. Name: \_\_\_\_\_ Telephone #: (\_\_\_\_)\_\_\_\_ - \_\_\_\_\_

Address: \_\_\_\_\_

Marital Status: ( ) Married ( ) Divorced ( ) Single ( ) Widowed Number of Dependents: \_\_\_\_\_

2. \* Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_ U.S. Citizen: ( ) Yes ( ) No

SS#: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Sex: ( ) Male ( ) Female Race: \_\_\_\_\_ Michigan Prison #: \_\_\_\_\_

(\* Information under question # 2 above used for identification and statistical purposes only)

3. Pursuant to statute, if you have been convicted of **not more than one offense** you may file an application with the convicting Court for the entry of an order setting aside the conviction. A person is not rendered ineligible for filing an application if they have also been convicted of not more than 2 minor offenses in addition to the offense for which the person files an application. "Minor Offense" means a misdemeanor or ordinance violation for which the maximum permissible imprisonment does not exceed 90 days, for which the maximum permissible fine does not exceed \$1,000.00, **and** that it is committed by a person who is not more than 21 years of age.

Have you reviewed the statutory criteria in 1965 PA 213, MCL 780.621 - MCL 780.624, seeking expungement/setting aside of the conviction of that crime? ( ) Yes ( ) No

*(Statutes can be found on the Michigan Legislative website at [www.michiganlegislature.org](http://www.michiganlegislature.org))*

4. If your answer to question #3 was "Yes" but you **have not** sought expungement, please follow the directions in #5 below. If you **have** sought expungement and were denied, give the reasons for the denial:

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5. If your answer to question #3 was "Yes" but you have not yet sought expungement, please review the expungement criteria identified in 1965 PA 23, MCL 780.621 – MCL 780.624, unless the date and/or nature of your conviction renders expungement inapplicable. Then, you must file an Application To Set Aside Conviction in the Court where your conviction occurred. The Parole Board will not process this **Application For Pardon After Parole Or Discharge** where expungement is available to the petitioner as an appropriate remedy.

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- | Crime Title<br>(felony (F) or misdemeanor (M)) | Sentence<br>(length of jail/prison term, fine, probation, etc.)<br>& Date of Sentence | Court Name & Location<br>(District Ct. & City or Circuit Ct. & County) (examples: 36 <sup>th</sup> Dist. Ct. – Detroit; 13 <sup>th</sup> Circuit Ct. – Jackson, S.C.) | Judge<br>(name)<br>& Docket Number | Discharge Date |
|--|---|---|------------------------------------|----------------|
|  |   |   |                                    |                |

Have you attached the **required ICHAT** that can be obtained electronically from the Michigan State Police website (<https://apps.michigan.gov/Home/Login>)? ( ) Yes ( ) No

Provide a complete and detailed account of **each conviction** listed under #7 above, for which you seek a pardon. Number each description in the same order as the crime is listed above. Describe all relevant factual circumstances. Attach additional pages if necessary to provide a full account:

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- This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.

9. Do you have **any additional criminal convictions** (juvenile or adult) other than those listed under #7 above? ( ) Yes ( ) No

10. If the answer to #9 is “Yes,” list the title of the crime for each conviction, stating whether it was a felony (F) or misdemeanor (M) (*example: Home Invasion (F); Retail Fraud (M)*), and provide the following information. **Note:** *The convictions listed must match the information on the required State of Michigan criminal records documentation (ICHAT).*

	<b>Crime Title</b> (felony (F) or misdemeanor (M))	<b>Sentence</b> (length of jail/prison term, fine, probation, etc.) <b>&amp; Date of Sentence</b>	<b>Court Name &amp; Location</b> (District Ct. & City or Circuit Ct. & County, Federal District) (examples: 36 <sup>th</sup> Dist. Ct.- Detroit; 13th Circuit Ct.- Leelanau County; U.S.Dist.Ct.Western Dist.MI.)(Include State if other than Michigan)	<b>Judge</b> (name) <b>&amp; Docket Number</b>	<b>Discharge Date</b>
(1)					
(2)					
(3)					
(4)					

11. Do you have any pending criminal charges in any jurisdiction? ( ) Yes ( ) No

12. If the answer to # 11 is “Yes”, list the charges, location of the charges and explain the circumstances:

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13. Provide the following information on all schools you have attended, starting with high school:

	<b>School Name</b>	<b>Location</b>	<b>Dates Attended</b>	<b>Degrees/Diplomas Awarded</b>
(1)				
(2)				
(3)				
(4)				

- 14.** List all periods of employment and unemployment since the conviction or release from incarceration on the most recent crime you are seeking a pardon for, beginning with the present and working backward. All time periods must be accounted for. For any periods of unemployment, list your means of support:

	Employer	Address & Phone #	Type of Work/Position	Start/End Date	Reason for Leaving
(1)					
(2)					
(3)					
(4)					
(5)					
(6)					
(7)					
(8)					

- 15.** Have you ever served in the Armed Forces of the United States? ( ) Yes ( ) No

- 16.** If the answer to #15 is “Yes”, please provide the following information and a copy of your DD214:

Dates of Service: \_\_\_\_\_ Branch(es): \_\_\_\_\_

Serial Number: \_\_\_\_\_ Type of Discharge & Date: \_\_\_\_\_

Decorations (if any): \_\_\_\_\_

- 17.** If you were other than honorably discharged, describe in detail the factual circumstances surrounding your discharge:

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- 18.** Have you ever been denied any type of business or professional license, had any such license revoked, or had reinstatement of any such license denied? ( ) Yes ( ) No

19. If the answer to #18 is “Yes”, state the nature of the license and the circumstances surrounding action taken:

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20. Describe any charitable or civic activities in which you have been engaged, awards you have been presented or contributions you have made to the community, since the most recent conviction for which you are seeking a pardon. You may include the names of any organization(s) in which you have participated, the time periods of your participation, your role in these activities, and the name, phone number and address of any person from each organization who is familiar with your involvement:

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21. State your reasons for seeking a pardon. Include **specific** information on how your life has been negatively impacted by the convictions for which you are seeking a pardon. Attach any documentation you have supporting your claim. (*Examples include but are not limited to employment, denial of entry in the military, education, impact on family life, housing, volunteerism, etc.*). If you are seeking a pardon in order to avoid deportation, please attach all relevant documentation supporting your immigration status, including any order(s) or documents issued by the U.S. Citizenship and Immigration Services and/or Homeland Security.

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I swear or affirm under oath, as evidenced by my signature, that I have read the foregoing application and can attest that the contents thereof to be true based upon my knowledge, information or belief.

Signature of Petitioner: \_\_\_\_\_ Date: \_\_\_\_\_

**Notary, in accordance with 2003 PA 238, MCL 55.261 *et seq.*:**

On this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, the petitioner, \_\_\_\_\_ personally appeared before me, is known to me to be the person who signed the foregoing petition either from personal knowledge or from satisfactory evidence.

Notary Public, State of \_\_\_\_\_, County of \_\_\_\_\_.

Acting in the County of \_\_\_\_\_.

My Commission Expires \_\_\_\_\_.

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**Filing Instructions:**

1. **Submit the original and one copy of the application and all supporting documentation, which can include character references. Both copies of the application must have the signature of the petitioner (or if incapacitated, the person applying for the petitioner) and the Notary's stamp and signature.**
2. **Complete all items and questions fully, using additional sheets as necessary.**
3. **Mail the application and supporting documentation to:**  
  
**Michigan Department of Corrections  
Office of the Parole Board  
Pardon and Commutation Coordinator  
Post Office Box 30003  
Lansing, Michigan 48909**
4. **Keep one copy for your records.**