

(Return Address Name)

(Return Address)

(return phone number) / (return email)

PROFESSIONAL PAROLE LETTER EXAMPLE

(Date)

In regard to [REDACTED] Jr.

DOC# XXXXXX

Charles Egeler Reception and Guidance Center

3855 Cooper St

Jackson, MI 49201-7547

Honorable Members of the Parole Board

Office of Parole & Probation Services

PO Box 30003

Lansing, MI 48909

Dear Honorable Members of the Parole Board:

My name is (Name), a 26-year-old woman who currently works for a manufacturing company called (Employer). I have been an employee at Mopec for almost 3 years now, working as a Project Administrator, and I manage all orders and communications coming in and out of the company. I am writing concerning my best friend [REDACTED], Inmate DOC# XXXXXX, who is scheduled for his first Parole Hearing during the week of 09/10/2018. I've known [REDACTED] for several years, and I am a close friend of the family.

[REDACTED] and I met as teenagers through a mutual friend, when he was a student at Job Corp, which is where he obtained a trade in maintenance. He has always been very ambitious with a ton of passion for life, success, and his family, but has struggled over the years to stay focused on the goals that he set for himself. This has ultimately resulted in his incarceration, which has had a huge impact on his loved ones, especially his children. We love [REDACTED] dearly, and feel that he should continue to rehabilitate himself at home, as he has shown improvement and is not a threat to society. Prior to his incarceration, [REDACTED] and I spent almost every day together. He was employed for a short period of time, which came with a few transportation restraints, but he did his best. He also completed a counseling program at New Oakland Family Center located in Warren, MI in May 2018, in which they could see [REDACTED]'s improvement mentally and emotionally in just a short period of time.

Despite the accomplishments mentioned above, [REDACTED] fell short. He takes full responsibility for the crimes he's committed over the years, along with his non-compliant behaviors, and has taken accountability of his shortcomings. During his time incarcerated [REDACTED] and I spoke of many things. He said to me, "I am a child of God, and I messed up, but I know it's not too late to change. I just want to be a better man for myself and my family. I deserve to be happy." [REDACTED] has been very upbeat, with a positive mind frame. He spoke of continuing his search for a job pertaining to his maintenance trade, once he comes home, and is ready to continue his treatment for mental health. He has been

very optimistic during his time of incarceration, and he is ready to break this destructive cycle, beginning a new way of life. He realizes how much of a negative impact his behavior has had on himself, everything, and everyone around him, and he vows to be a better man. I believe that [REDACTED] is fully capable of change, as he has already shown much improvement and desire to do so, and I know that he will be a productive member of society.

All in all, [REDACTED] is a good man who allowed the struggles of life to consume him, resulting in his incarceration. With the support of his family, the church, and myself, there is no doubt that he will continue to grow. We will make sure he has transportation to counseling, work, and any required programs for his parole. He will also have a secure roof over his head, which will allow for him to focus on bettering himself, with little stress about day-to-day necessities. He has a strong foundation in place for him, and the goals that he has set for himself will be difficult to achieve behind bars, including his responsibility of being a father and positive role model to his children. He's had a good record since his incarceration, reading books and educating himself, which is difficult for anyone to do considering the environment. Despite his many mistakes, he realizes that this is his last chance. We are more than confident that he will take the necessary steps to rehabilitate himself, and will avoid reverting to his old behaviors, which caused imprisonment. Thank you for reading my letter and considering [REDACTED] for Parole. Please consider my comments in your decision, as your consideration and understanding are greatly appreciated!

Sincerely,

[REDACTED]