



# Application for Pardon

## MINNESOTA BOARD OF PARDONS & CLEMENCY REVIEW COMMISSION

520 Lafayette Road, St. Paul, MN 55155  
phone: 651-539-2610 | website: <https://mn.gov/crc>

A pardon is an act of forgiveness that has the effect of setting aside a conviction and lifting many of its lingering consequences. The Board of Pardons may grant a pardon to an individual, provided all of the following requirements are satisfied:

1. The application concerns a criminal conviction for a felony or misdemeanor offense, not a petty misdemeanor, a juvenile delinquency adjudication, a dismissed criminal charge, or civil penalties.
2. The conviction was imposed in Minnesota state court, not in federal court or in another state.
3. The applicant must not have been denied a pardon or commutation within the past five years (unless a waiver of that waiting period has first been sought and granted).
4. At least five years have passed since the expiration or discharge date of the sentence (unless the applicant has been granted a waiver of the waiting period or meets the requirements of Minn. Stat. § 638.12, subd. 2(b)).

### Instructions

1. Complete all sections of this application. Sign the last page and include the county and state in which the application is signed. Omissions or false statements may constitute grounds for denial of a pardon.
2. Submit the application and any attachments using one of the following methods:
  - a. mail the application to the above address; or
  - b. scan and email the application to [clemency.review.commission@state.mn.us](mailto:clemency.review.commission@state.mn.us).

### Applicant Identification Information

|                         |  |  |            |                |  |             |  |  |
|-------------------------|--|--|------------|----------------|--|-------------|--|--|
| Last Name               |  |  | First Name |                |  | Middle Name |  |  |
| Date of Birth           |  |  |            | Place of Birth |  |             |  |  |
| Current Address         |  |  |            |                |  |             |  |  |
| City                    |  |  | State      |                |  | Zip Code    |  |  |
| Telephone               |  |  |            | Email          |  |             |  |  |
| Driver's License Number |  |  |            | Issuing State  |  |             |  |  |

|                               |                   |                              |
|-------------------------------|-------------------|------------------------------|
| Race and Ethnicity (optional) | Gender (optional) | Disability Status (optional) |
|-------------------------------|-------------------|------------------------------|

|  |                        |
|--|------------------------|
| Are you in need of an interpreter for the meeting?<br><br><input type="checkbox"/> Yes <input type="checkbox"/> No | If yes, what language: |
|--|------------------------|

**DATA PRIVACY NOTICE**

*The information you provide as part of this application, and any relevant materials found by staff in investigating your application, will be discussed at a public meeting of the Clemency Review Commission and/or the Board of Pardons and are open for public inspection. Failure to provide requested information may affect the processing of your application and result in denial of a pardon.*

**Use of Other Names**

List every name by which you have been known including conviction name, maiden name, former married name, nicknames, and all aliases.

|    |    |
|----|----|
| 1. | 2. |
| 3. | 4. |

**Clemency Application History**

|  |   |
|--|---|
| Have you previously applied for a pardon or commutation in Minnesota? <input type="checkbox"/> Yes <input type="checkbox"/> No | If yes, please list the dates you applied and the outcome of the application. |
|--|---|

**Criminal History**

|  |    |   |    |
|--|----|---|----|
| Have you previously been in prison? <input type="checkbox"/> Yes <input type="checkbox"/> No |    |   |    |
| List all states where you have been in prison.   | 1. | Offender number for all states where you have been in prison.   | 1. |
|  | 2. |   | 2. |
|  | 3. |   | 3. |
| List any pending criminal charges or investigations.   |    | Arresting agency for pending criminal charges or investigations |    |
| 1.   |    | 1.  |    |
| 2.   |    | 2.  |    |

In the last 5 years, has an order for protection, restraining order, or domestic abuse no-contact order (DANCO) been issued against you?

Yes  No

If yes, please list the court file number(s), the active dates of the order(s), and who requested the order.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

### **Conviction Instructions**

**Please read this before filling out the following pages:**

- ❖ The Clemency Review Commission and Board of Pardons will consider any and all past criminal convictions.
- ❖ You must include all criminal convictions in this application to the best of your knowledge, including out-of-state convictions and misdemeanor traffic convictions.
- ❖ A criminal conviction is a misdemeanor, gross misdemeanor, or felony offense for which you have been found guilty following a guilty plea or a trial. Petty misdemeanors are not considered criminal convictions and do not need to be disclosed.
- ❖ If you are uncertain about any conviction information, please explain as best you can.
- ❖ To ensure you have included all your convictions, please check the following resources:
  - Bureau of Criminal Apprehension records at: <https://dps.mn.gov/divisions/bca>
  - Minnesota Department of Motor Vehicles at: <https://dps.mn.gov/divisions/dvs>
  - Minnesota State Courts at: <http://www.mncourts.gov/>
- ❖ You must notify the Board if you are charged with a new offense after you submit your application.
- ❖ On the following pages, please provide information for every conviction for which you are seeking a pardon. Please add more sheets if necessary, using the same format.
- ❖ Under the “Other Conviction” section, please list all criminal convictions for which you are not seeking a pardon. This should include out-of-state convictions, federal convictions, and any misdemeanor traffic convictions.
- ❖ If you are unsure whether to include a conviction, please include the information.

**I am seeking a pardon for the following conviction:**

If you are seeking a pardon for more than one conviction, please start with the oldest conviction and attach additional sheets if necessary, using the same format.

|   |                    |                        |  |
|---|--------------------|------------------------|--|
| Court File Number   | Date of Conviction | County of Conviction   |  |
| Offense(s)  | Sentence           | Plea                   |  |
| Sentence Expiration/Discharge Date  | Sentencing Judge   | Prosecutor             | Victim(s)  |
| Amount of Court-Ordered Restitution and Fines   | Amount Paid        | Amount Still Owed      | <b>If you paid all restitution for this conviction, attach documentation that confirms this.</b> |
| Briefly Describe the Facts of the Offense(s).   |                    |                        |  |
| List any violations of your conditions of release (parole, probation, supervised, conditional) related to this conviction, including the violation dates. |                    |                        |  |
| <b>Violations</b>   |                    | <b>Violation dates</b> |  |
|   |                    |                        |  |
|   |                    |                        |  |
|   |                    |                        |  |

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|   |                    |                      |  |
|---|--------------------|----------------------|--|
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| Offense(s)                                    | Sentence           | Plea                 |  |
| Sentence Expiration/Discharge Date            | Sentencing Judge   | Prosecutor           | Victim(s)  |
| Amount of Court-Ordered Restitution and Fines | Amount Paid        | Amount Still Owed    | <b>If you paid all restitution for this conviction, attach documentation that confirms this.</b> |

Briefly Describe the Facts of the Offense(s).

List any violations of your conditions of release (parole, probation, supervised, conditional) related to this conviction, including the violation dates.

| <b>Violations</b> | <b>Violation dates</b> |
|-------------------|------------------------|
|                   |                        |
|                   |                        |
|                   |                        |

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|   |                    |                      |  |
|---|--------------------|----------------------|--|
| Court File Number                             | Date of Conviction | County of Conviction |  |
| Offense(s)                                    | Sentence           | Plea                 |  |
| Sentence Expiration/Discharge Date            | Sentencing Judge   | Prosecutor           | Victim(s)  |
| Amount of Court-Ordered Restitution and Fines | Amount Paid        | Amount Still Owed    | <b>If you paid all restitution for this conviction, attach documentation that confirms this.</b> |

Briefly Describe the Facts of the Offense(s).

List any violations of your conditions of release (parole, probation, supervised, conditional) related to this conviction, including the violation dates.

| <b>Violations</b> | <b>Violation dates</b> |
|-------------------|------------------------|
|                   |                        |
|                   |                        |
|                   |                        |

**I have been convicted of the following offenses for which I am not seeking a pardon from the Minnesota Board of Pardons.**

List all criminal convictions for which you are **not** seeking a pardon, including all out-of-state and federal convictions and misdemeanor traffic convictions. You do not need to disclose petty misdemeanor convictions or dismissed criminal charges. Attach additional sheets if necessary, using the same format.

|                                   |                            |                                    |
|-----------------------------------|----------------------------|------------------------------------|
| Offense                           | Date of offense            | Sentence                           |
| Date of conviction/Court file no. | County/State of conviction | Sentence expiration/discharge date |
| Offense                           | Date of offense            | Sentence                           |
| Date of conviction/Court file no. | County/State of conviction | Sentence expiration/discharge date |
| Offense                           | Date of offense            | Sentence                           |
| Date of conviction/Court file no. | County/State of conviction | Sentence expiration/discharge date |
| Offense                           | Date of offense            | Sentence                           |
| Date of conviction/Court file no. | County/State of conviction | Sentence expiration/discharge date |
| Offense                           | Date of offense            | Sentence                           |
| Date of conviction/Court file no. | County/State of conviction | Sentence expiration/discharge date |
| Offense                           | Date of offense            | Sentence                           |
| Date of conviction/Court file no. | County/State of conviction | Sentence expiration/discharge date |
| Offense                           | Date of offense            | Sentence                           |
| Date of conviction/Court file no. | County/State of conviction | Sentence expiration/discharge date |
| Offense                           | Date of offense            | Sentence                           |
| Date of conviction/Court file no. | County/State of conviction | Sentence expiration/discharge date |

## **The Reasons You Are Asking for a Pardon**

**Describe your past and current employment and education since your convictions (information must be provided here, do not attach a resume).**

**Describe steps you have taken to improve yourself since your conviction(s), including such things as community service or volunteer activities, participation in support groups, and service to family members.**



**Describe why you believe you are a good candidate for a pardon.**

**What would a pardon help you accomplish?**

## Support/Recommendation Letters

Although not required, you may submit a few letters of support or recommendation. **Please do not submit more than six support letters, as additional letters will not be considered.** Please attach the letters to this application.

**I hereby declare under penalty of perjury that everything I have stated in this application is true and correct. I authorize any agency or individual in any state to provide the Minnesota Board of Pardons with information relating to my application, including records of arrests and convictions, and I understand that the information provided may include information previously subject to an order of expungement.**

\_\_\_\_\_  
Applicant signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
County

\_\_\_\_\_  
State