

VICTIM'S COMMENTS TO COURT

Prisoner's Name: _____

Case Number: _____

Victim's Name: _____

Date: _____

As a victim of the above-named prisoner, you have previously requested to be given the opportunity to submit written comments regarding any motion to modify or reduce the prisoner's sentence filed with the court. A copy of your comments will be provided to the prisoner; however, your address will not be disclosed to the prisoner or his/her attorney.

Attached to this notice is a copy of a motion to modify or reduce a sentence filed by the prisoner which has been received from the court by the Department. In order for your written comments to be received and considered, they must be received by the trial court clerk's office by _____, 20 ____ .

A hearing on the prisoner's motion is scheduled for _____, 20 ____ at _____ o'clock at _____
(court's address)

Written comments should be sent to the court at the above address. If you file written comments to the motion, you should clearly identify at the beginning of your comments these items: the name of the prisoner, case number and the purpose of the comments.

If you have questions concerning this notice, you should contact the institutional probation officer:

Name: _____

Address: _____

Phone: _____

Please include the prisoner's name and case number (noted above) in your correspondence.

Certificate of Mailing

I certify that I mailed, by placing in a U.S. Postal Service mailbox, postage prepaid, a true and accurate copy of this document to the victim named herein at the last known address on the _____ day of _____, 20 ____.

Name and Title of Department Employee