

EXAMPLE

March 1, 2024

Kansas Department of Corrections
ATTN: Prisoner Review Board
714 SW Jackson, Suite 300
Topeka, Kansas 66603

Re: Completed Clemency Application for Mr. George Washington (KDOC #12345)

Dear Prisoner Review Board:

Enclosed please find a completed application for clemency on behalf of George Washington (KDOC #12345). The following completed forms are provided along with this letter:

1. Application for Executive Clemency;
2. Exhibit A: Reasons for Seeking Clemency;
3. Notice of Clemency Application, which has already been submitted to the appropriate district judge and district attorney's office:
 - a. Honorable John Adams, District Court Judge, Division II, Shawnee County;¹
 - b. James Madison, District Attorney, Shawnee County;²
 - c. Honorable Thomas Jefferson, Chief Judge, Miami County;³
 - d. Andrew Jackson, County Attorney, Miami County;⁴
4. Affidavit/Proof of Publication of Request for Clemency completed by the appropriate County newspaper(s);

Please contact me as soon as possible should I need to provide any additional documentation in support of my application.

Sincerely,

George Washington

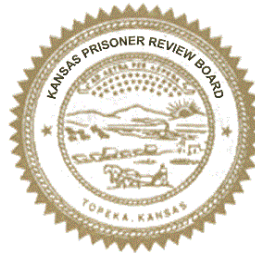
George Washington
1 Cherry Street, Big City, State 33333
george.washington@mail.yahoo.com, 913-444-4567

¹ For proof of delivery, see USPS tracking number: 9505 5066 6036 1015 2222 22.

² For proof of delivery, see USPS tracking number: 9505 5066 6036 1015 2222 23.

³ For proof of delivery, see USPS tracking number: 9505 5066 6036 1015 2222 24.

⁴ For proof of delivery, see USPS tracking number: 9505 5066 6036 1015 2222 25.



PRISONER REVIEW BOARD
JAYHAWK WALK
714 SW JACKSON, SUITE 300
TOPEKA, KANSAS 66603-3722
(785) 296-4524

APPLICATION FOR EXECUTIVE CLEMENCY

Under K.S.A. 22-3701, the Prisoner Review Board is responsible for processing and reviewing applications for Executive Clemency. The law requires that the sentencing court and prosecuting attorney be notified of the application, and that a notice be published in the official county paper. The Prisoner Review Board then reviews pertinent records, reports, and other available information. If a personal interview with the applicant is needed, the applicant will be notified. Following review, the **Prisoner Review Board** submits its report to the **Governor**, who makes the final decision in all clemency matters. Applicants must supply the information requested below.

Name & KDOC Number: SSS; Ycf[YK Uq]b[tcb'fp?8 C7' ,%&' () L

Did you plead guilty? Y^•D[Did you appeal? Y^•D[If so, state decision: Üæ^SÄ
Y æ @ * q } /CGÜEÄFFFA\$aj EÖcÄQ | EGF-Ä

Did you file motions under K.S.A. 60-1507, or habeas corpus actions in either state or federal court concerning your conviction? Y^•D[If so, state decision: Washington v. State, Civ. Action No. 11-003333 (Shawnee Cnty. Dist. Ct., May 1, 2012).

Reasons for seeking Clemency (use extra page if needed). Note: If you prefer not to disclose your reasons to facility officials, please put information in a sealed envelope, labeled Prisoner Review Board, and give this along with your application, to the facility **Clemency Clerk**.

SEE EXHIBIT A

TO THE GOVERNOR OF THE STATE OF KANSAS:

I hereby make application for Executive Clemency for the reasons above, and affirm that the information contained in my application is true and correct to the best of my knowledge and belief.

1/1/2023 / George Washington (KDOC #12345)
DATE Applicant's Signature & KDOC Number

PRISONER REVIEW BOARD
JAYHAWK WALK
714 SW JACKSON, SUITE 300
TOPEKA, KANSAS 66603-3722
785-296-4524

**NOTICE OF CLEMENCY APPLICATION
SENTENCING FORM**

Name & Number: George Washington (KDOC # 12345)

Pursuant to K.S.A. 22-3701, this will serve notice that the above-named person has made application for Executive Clemency. The application will be reviewed in the near future by the Prisoner Review Board, as provided by statute, and the Prisoner Review Board will submit its report to the Governor for consideration and decision. **The sentence record in this case is as follows:**

Date	County	Case No.	Sentence	Offense
<u>January 23, 2012</u>	<u>Shawnee</u>	<u>12CR123</u>	<u>July 23, 2013</u>	<u>Burglary</u>
<u>January 23, 2012</u>	<u>Shawnee</u>	<u>12CR105</u>	<u>July 23, 2013</u>	<u>Arson</u>
<u>March 1, 2013</u>	<u>Shawnee</u>	<u>13CR123</u>	<u>December 1, 2014</u>	<u>Assault</u>

Release Date:(when released from jail/prison custody): October 23, 2022

Release Date without Parole (sentence discharge date): _____

Reasons for seeking Clemency: If resident prefers not to disclose reason to facility officials, place written information in a sealed envelope and give to facility **Clemency Clerk**. This will be sent to the designated officials for comments.

SEE EXHIBIT A

Your comments and recommendations are solicited by the Prisoner Review Board as significant factors in examining this application. They may be made in the space below or by separate letter, and should be forwarded directly to the **Prisoner Review Board**. Your response will then be incorporated in the Prisoner Review Board’s report submitted to the Governor. Please send your reply within the next 10 days to:

PRISONER REVIEW BOARD
JAYHAWK WALK
714 SW JACKSON, SUITE 300
TOPEKA, KANSAS 66603-3722

This notice prepared by:

Name and Title (print or type): George Washington
Address (or facility name): 1 Cherry St., Big City, State, 11111
Signature: *George Washington*

REPLY:

Favor Clemency No Objection Against Clemency No Recommendation

Comments:

Judge Name & Title (Print or Type) _____
 District Attorney Signature _____
 Police Chief
 Sheriff Address _____

KANSAS DEPARTMENT OF CORRECTIONS
PRISONER REVIEW BOARD
JAYHAWK WALK
714 SW JACKSON, SUITE 300
TOPEKA, KANSAS 66603-3722
(785) 296-4524

DATE: / /

REQUEST FOR PUBLICATION FOR CLEMENCY

A check for \$_____ is enclosed to pay for the cost of publishing the notice shown below. The notice should be published one time only. Immediately after publication, please return to the address below the affidavit of publication properly executed and a copy of the printed notice. This is necessary to meet statutory requirements, and the petitioner's application for Executive Clemency cannot be completed until proof of publication is received.

Return to: Kansas Department of Corrections
Prisoner Review Board
Jayhawk Walk
714 SW Jackson, Suite 300
Topeka, KS 66603-3722

NOTICE OF PUBLICATION

George Washington (KDOC #12345), sentenced 7/23/13 and 12/1/14 for Burglary, Arson, and Assault in Shawnee County, Kansas, has applied for executive clemency. Persons wishing to comment should send information in writing to the above address within fifteen (15) days after the date of publication.

Attach Newspaper Clipping Here or Electronic Notice to this Form:

Affidavit

This shall certify that the above notice, a printed copy of which is attached, was published on _____ in the _____, which is the official county newspaper for _____ County, Kansas.

Printer's fees: \$_____.

Signature of affiant: _____ Title: _____

Name of paper: _____ Location: _____

SUBSCRIBED AND SWORN TO BEFORE ME THIS _____ day of _____, 20_____.

Notary Public

My commission expires / /

EXAMPLE

A F F I D A V I T

(To proceed as Pauper in Clemency Application)

STATE OF KANSAS)
) ss:
COUNTY OF _____)

_____, being duly sworn, states:
(Name and register number)

- 1. That I am presently incarcerated at _____, for a term of _____ years, and desire to apply for Executive Clemency;
- 2. That I have _____ dollars in my inmate trust account and will not receive incentive pay in a sufficient amount by the end of the month to pay the cost of publication of notice of this application.
- 3. That I do hereby request the cost of said publication be paid by the State of Kansas in accordance with law, and that I be permitted to proceed as a pauper.

Signature of Resident

SUBSCRIBED AND SWORN before me this _____ day of _____, 20_____

(S E A L) _____
Notary Public

My Commission Expires: _____

Certification by Facility Official

I hereby certify that, as of this date, the above-named resident has the amount of \$_____ in his/her current resident account, which amount may be drawn against for his personal expenditures. I further certify that this resident will not receive incentive pay by the end of this month in an amount sufficient to pay more than _____ dollars of publication costs (insert amount of incentive pay to be received by end of the month). I also certify that the State of Kansas has not paid for the cost of clemency publication for this resident during the past twelve months.

Date

Facility Business Manager

BY: _____
(Assistant Chief Clerk)

**PRISONER REVIEW BOARD
TOPEKA, KANSAS**

K.S.A. 22-3706 provides as follows: "Person acting as agent or representative of individual seeking release; contingent fee prohibited; statement and affidavit. No person acting as agent or representative for an individual before the board for pardon, commutation of sentence, parole or revocation of parole, conditional release or post-release supervision shall contract for or receive a fee contingent upon a certain decision by the board. Such agent or representative shall submit a statement on the applicant's behalf to the prisoner review board in writing and shall submit therewith an affidavit stating such agent's representative's name; place of residence; the name of the applicant being represented or has been represented; the fee, if any, paid to or to be paid to such agent or representative by any person for such services; that such fee is not or was not a contingent fee. If any person representing any applicant for pardon, commutation of sentence, or parole shall fail to file such affidavit the application shall not be considered. Any affidavit filed as provided in this section shall be a public record."

AFFIDAVIT-EXECUTIVE CLEMENCY AND PAROLE MATTERS

State of: _____

County of: _____

The affiant, _____
(Name and Address)

of lawful age, being duly sworn, states that affiant is an attorney at law admitted to practice within the state
of _____

by _____
(Name and Address of Client)

to represent _____
(Name of Resident or Parolee) (Number)

for _____; and that the fee for
affiant's services is \$ _____ to be paid by _____
(Name of Payor)

and that \$ _____ of the fee has already been paid:

Affiant further states that the fee is not or was not contingent upon granting or denial of the aforesaid application.

(Signature of Affiant)

Subscribed and sworn before me this _____ day of _____ 20____

(SEAL) _____
Notary Public

My appointment expires _____

Exhibit A
Reasons for Seeking Clemency
George Washington, KDOC #12345

My name is George Washington and I am 45 years old. I am currently incarcerated at Lansing Correctional Facility in the low medium-security unit. I have been incarcerated since 2010 and my release date is October 23, 2035. I am asking for clemency because (1) I have worked hard to rehabilitate myself in the past 12 years of my incarceration; (2) I have release plans to ensure I am supported and successful upon my return to the community.

I. Achievements While Incarcerated

Although I have spent almost a decade in prison, I have worked hard to make the most of my time and rehabilitate myself. I have stayed disciplinary-free since 2011, demonstrated good behavior, and remained respectful. I have always been willing to complete any available programming. While I am not considered qualified for many of KDOC's programs, I have pursued many at my own accord: I completed and earned my General Equivalency Diploma (GED) and earned numerous certifications, including my Entrepreneurs Certificate and Money Management Certificate. I have completed various other programs, including Thinking for a Change and the Brothers in Blue Reentry. I previously worked with Impact Design Inc., an outside private industry job that requires clearance to work in the community and shows the trust that the Kansas Department of Corrections has placed in me. I have also worked in the canteen, as a porter, and I am now working in custodial services. Additionally, I have stayed deeply committed to my faith. I regularly study the Bible with a group of fellow inmates on Tuesdays and Sundays as we work to rehabilitate ourselves together. My efforts to rehabilitate myself will ensure my success upon my return to the community.

II. Release Plans

My plans are to return to my daughters and my home. My sisters, brothers, nieces, and nephews have been deeply supportive and advocated for me throughout my incarceration, and they have promised to help me get back on my feet. I look forward to a quiet, peaceful life reconnecting with my family as we have all grown older and missed out on a lot of time together. I also have plans to seek treatment for my continued medical conditions as well as mental health and substance use treatment. Additionally, my GED and previous employment with Impact Design have provided me with valuable experience that will benefit my job search. My family has already contacted Graham Greene, who own Local Printing Shop, Inc., and he has stated he will give me an interview upon release. We have also identified a few other places who have hired former offenders as well. My deep family support, immediate treatment plans, and prospective employment opportunities will help me upon release.

III. Conclusion.

For the foregoing reasons, I humbly request that Governor Kelly grant me clemency so that I can safely return to the community and begin the next chapter of my life.