

Paragraph Six: Conclude with the reasons for your recommendation for parole consideration. Your recommendation for parole may be based on a variety of issues such as:

- His or her good character.
- Community or church involvement.
- Attitude and achievements of inmate while incarcerated.
- Signs of Remorse and Insight into his crime.
- Etc.

The importance of your letter is that it informs the Board or Parole Hearings that there is a network of people outside of prison who are ready, willing and able to assist the inmate should he or she be granted parole. This network of people will help to assure the Board of an easier transition from prison to the community

Things to leave out

Do not include personal views on the criminal justice system. Do not comment on the evidence or lack of in the criminal trial. Do not make political statements. Do not be critical of the Board or the parole process. Do not demean the victim/s in the case. Lastly, always proofread your letter before you send.

Remember

This form is only to help families and friends on how to write a support letter. There are hundreds of ways to write a support letter. However, in the example above, all six paragraphs are important to have in every letter.