



Application for Pardon Extraordinary

MINNESOTA BOARD OF PARDONS

1450 Energy Park Drive, Suite 200, St. Paul, MN 55108

phone: 651-361-7171; fax: 651-603-6770

website: <https://mn.gov/doc/about/pardon-board/>

The Board of Pardons may grant a pardon extraordinary to an individual it determines to be of good character and reputation, provided 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 criminal conviction was imposed in Minnesota state court, not in federal court or in another state.
3. the sentence imposed by the court has been fully served and expired; and
4. the applicable waiting period has elapsed or has been waived by the Board:
 - a. **FIVE years** from the date of discharge if the person was convicted of a crime not included within the definition of crimes of violence under Minn. Stat. § 624.712, subdivision 5, and during that time the person has not been convicted of any other crimes.
 - b. **TEN years** from the date of discharge if the person was convicted of a crime of violence as defined in Minn. Stat. § 624.712, subdivision 5, and during that time the person has not been convicted of any other crimes.

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 all attachments you wish to include, using one of the following methods:
 - a. mail the application to the Board of Pardons at the above address;
 - b. scan and e-mail the application to mnboardofpardons@state.mn.us; or
 - c. fax the application to 651-603-6770 and later,

Applicant Identification Information

Last name	First name	Middle name
Date of birth	Place of birth	Social security number
Current address		
City	State	Zip code
Telephone	E-mail	
Driver's license number	Issuing state	

Are you in need of an interpreter for the meeting?

Yes

No

If yes, what language:

DATA PRIVACY NOTICE

Be advised that the information you provide as part of this application, and any relevant materials found by Board of Pardons staff in investigating your application, will be discussed at the public meeting of the Board of Pardons and that these records are open to public inspection per Minn. Stat. § 638.07. Failure to provide the requested information may affect the processing of your application and result in the denial of your 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.

Pardon Application History

Have you previously applied for a pardon in Minnesota? Yes No

If yes, please list the dates you applied and the outcome of the application.

Criminal History

Have you previously been in prison? Yes No

List all states where you have been in prison.

1.

2.

3.

Offender number for all states where you have been in prison.

1.

2.

3.

List any pending criminal charges or investigations.

1.

2.

Arresting agency for pending criminal charges or investigations

1.

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

If you fail to disclose any criminal convictions, including out-of-state convictions, in your application, the Board of Pardons may view the failure as an attempt to conceal your criminal record.

Please read this before filling out the following pages:

- ❖ You must include all convictions in this application, including misdemeanor traffic convictions. The Board of Pardons may grant pardons only for Minnesota convictions, but you must include all convictions in other states or countries and all violations of conditions of release (including supervised release, conditional release, and parole) in your application.
- ❖ A conviction is a criminal case in which you pled guilty to, or were found guilty of, a misdemeanor, gross misdemeanor, or felony. 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, you must list all convictions for which you are not seeking a pardon. This should include, but is not limited to, out-of-state convictions, federal convictions, and any misdemeanor traffic convictions for which you are not seeking a pardon.
- ❖ If you are unsure whether to include a conviction, please include the information.

I am seeking a pardon for the following conviction:

Provide a detailed description of the offense. If you are seeking a pardon for more than one conviction, please start with the most recent conviction and attach additional sheets if necessary, using the same format.

Court file number	Date of conviction	County of conviction	
Offense	Sentence	Plea	Sentence expiration/discharge date
Trial judge	Prosecuting attorney	Defense attorney	Victim(s)
Amount of court-ordered restitution and fines	Amount paid	Amount still owed	If you paid all restitution for this conviction, attach documentation that confirms this.

Describe your offense.

If you went to trial in this case, provide a brief statement of the evidence and testimony presented at your trial, to the extent the information is accessible to you or to the best of your recollection.

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

Violations	Violation dates

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Trial judge	Prosecuting attorney	Defense attorney	Victim(s)
Amount of court-ordered restitution or fines	Amount paid	Amount still owed	If you paid all restitution for this conviction, attach documentation that confirms this.

Describe your offense.

If you went to trial in this case, provide a brief statement of the evidence and testimony presented at your trial, to the extent the information is accessible to you or to the best of your recollection.

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

Violations	Violation dates

I have been convicted of the following offenses and I am not seeking a pardon from the Minnesota Board of Pardons on the following offenses:

List all crimes for which you are **not** seeking a pardon extraordinary, including, but not limited to, all out-of-state and federal offenses and misdemeanor traffic offenses. 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 number	County/State of conviction	
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 the board should grant you a pardon.

What would a pardon help you accomplish?

Individuals Speaking on your Behalf

One or two people may speak in support of your application at the hearing.

Name and address of person who will speak	How you are associated	Brief summary of information to be presented

Support/Recommendation Letters

Although not required, the Board of Pardons requests that applicants submit up to three letters of support or recommendation. **Please do not submit more than six support letters, as additional support 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 document 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