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P.O. BOX 70859 | SEATTLE, WA 98127 | PHONE (206) 799-2797

April 27, 2017

Friend or Family Member

XXX Generic Ave.

Spokane, WA 99208

Dear Friend or Family member of Joe Smith:

I am an attorney in Seattle representing your friend or family member, Joe Smith, in a request for a commutation of his life sentence. I have been working on Mr. Smith's petition for clemency for several months and now have a working draft. All I am waiting for is letters of support from family and friends. These letters are essential to the possible success of our request for clemency. The Clemency Board places a high value on petitioners who have a strong support network awaiting them should they be released.

I am writing to ask that you either mail (to the P.O. Box address at the top of this letter) or email to: jennifer@jenniferhorwitzlaw.com a letter of support for Mr. Smith. The letter should talk about how you came to know Joe and the type of contact you have had with him over the time that you have known him, including over the last 24 years he has been in custody.  The letter should talk about the changes you have seen in Mr. Smith as he has matured and since he was "struck out" by his last conviction.  You should talk about Mr. Smith's good qualities and give specifics.  If you have stories of how he is generous, wise or patient, for example, you should tell those stories.

Your letter should also address reasons why you think Mr. Smith is deserving of clemency, which is an extraordinary remedy that is only granted to a few.  It should talk about the positive things he could bring to his family and community if released and whether you think he would pose a threat to anyone if released.

Please include any other information that might be helpful.  I will also reach out if we get a hearing and see if you can come support us in the hearing. Having a large support group at the clemency hearing will be extremely important to the outcome of the hearing.

Thank you!!!

 Sincerely,

 Jennifer Horwitz