

Dear Honorable Judge:

February 1, 2009

*(The first paragraph outlines your purpose for writing the Judge.)*

I am writing to you and requesting that you expunge my criminal records. I am very much aware that when you receive requests like this you must act on the side of caution and prudence of those you grant and of those you deny. I ask this of the courts with modest anticipation and yet I have high hopes that someday my past will not handicap me or my pursuit of happiness. I have had a great deal of experience with the courts and our justice system; my experiences have been both good and bad but, I have been more fortunate and on most occasions considering the circumstances been treated fairly. As you review my history and see where I came from, what has happened and what my life is like now, I believe you will know that I have been transformed. I wish to clarify what is different now:

*(Historical Events that lead to the conviction.)*

The events of my convictions happened primarily because I was a practicing addict. My drugs of choice included heroin, cocaine, & alcohol. I got out of control every time I used drugs. I wasn't ever sure what would happen or where my addiction would take me. For the most part I wound up in jails and institutions. I used from the time I was 15 to 28 years old. At once I became addicted to the excitement and easy money. I got a lot of negative attention and the life style I chose as a sex-worker in the beginning was glamour's and it paid for my drugs and alcohol. But, it spiraled down quickly and it wasn't long before I went to jail. I remained in and out of jails and hospitals' until 1996, the further into my addiction I sank the more out of control I became, until I finally resorted to violence in 1995: It was my first and last felony. I was arrested and charged with Domestic Violence and assault. These events took place while I was under the influence of drugs and alcohol. I am not proud of these events by any means, but, these are the events that it took for me to get clean and sober. I finally hit my bottom Feb. 10, 1998. I checked into a hospital on my own accord and have remained clean and sober since then, more than a decade; what is different now is that I have God (Jesus) in my life instead of the drugs or alcohol as the answer to life's problems. Instead of running from my problems I turn to God for my answers. He has graced me with sobriety. God is the reason I am alive and well today. Although my life and road have been difficult – I wouldn't trade any of the events that took place; all of it was necessary for me to be the person I am today – a sober productive member of society.

*(THIS PART ABOUT "WHAT IS DIFFERENT NOW" SHOWS REHABILITATION AND THE REASONS WHY YOU SHOULD BE EXPUNGED.)*

What is different now is not the situations life may throw at me good or bad; it is the ability to accept life on life's terms that has made the biggest difference in my life,

including the fact that I have a great support system. I cannot do this alone. I have to have help on a daily basis; that help comes from God, A.A., work, family and friends. Because of my struggles with addictions and a life of crime now turned around I am able to help many girls in the same boat, young and old alike. There is something inside of me that wants to show others a way out of a dark life. I believe that I am rehabilitated and I will go to any lengths to prove that. Since I have been free from jail and my addiction, let me mention a few of the things I have done to ensure that I will not return to that way of life:

*(Be sure to list how you participate in your recovery such as treatment centers you went to, mandatory classes you took, etc. in chronological order.)*

- I went to the Domestic Violence program in 1998 provided by the YMCA. This was a yearlong court ordered program with the intention of helping you deal with your anger and show new approaches in dealing with relationships. I successfully completed that program
- I went to the Alvarado Parkway Institution on Feb 12, 1998 for the treatment of drugs and alcohol addiction. I successfully completed that program.
- I went to Bethesda Recovery Home on Feb 23, 1998. I graduated from Bethesda Recovery Home after 6 months. I successfully completed that program.
- I went to outpatient therapy for three months at Alvarado Parkway Institution. I successfully completed that program.
- I also attended A.A. & N.A. meetings where I learned to live drug free.
- After I completed outpatient therapy I got a job at Vons and worked there for one year.
- I got my own apartment and continued receiving psychiatric treatment from my doctor.

*(Current events on what you're doing now to ensure a successful reentry back into your community.)*

I continued to go to A.A. meetings; at that point in my life I decided college would be a place where I could realize my dreams and attain goals that I wanted for myself. When I first started school I thought I would be lucky if I maintained a C average. I am now an undergraduate at CSU Chico, working towards my Masters in Social Work. I am on the honor roll and I love what school has done for me. I have regained confidence in myself, my family is back in my life, I had my own cleaning business when I resided in San Diego, which I owned and operated for 8 ½ years. I attend church regularly at the First United Methodist Church. I am in the church choir and I serve on the Pastoral Relations Committee for the church on a voluntary bases. I

am a member of the H&I Committee (hospitals and institutions), where on a number of occasions I have brought meetings into these locked facilities to share my experience, strength, and hope with the inmates. Who otherwise might not hear my message of hope. I can share with these women and show them a way out of a seemingly hopeless illness. This way I can give back to the community what it has so freely given to me.

In 2004, I met the man of my dreams, we got married in June 2005 and bought a house together and I feel like the luckiest girl alive to be married to such a wonderful and devoted husband. Today I take life one day at a time; although I do not have a crystal ball, my days of drinking and using are over. God has given me the gift of sobriety and I am very happy to be an active member of A.A. and a productive member of society. Today I can stop and smell the roses, have a nice home cooked meal, look at a beautiful sunset and enjoy a life unimaginable to the life I use to live. No I would not give that up for the world. I realize there is more to life than even a husband or a college education could give me that is one of the many reasons I want my records expunged; so I could help myself as well as others have a chance for a good life. I believe that my experiences can benefit others. I intend to become a Licensed Clinical Social Worker when I graduate. And having my record expunged will free up a lot of red tape. All I can do is ask for the opportunity to have that happen to do just that. I thank you for your consideration. Respectfully, Jane Doe

Attachments: *(This is the most important part of "What's different now." This is your evidence and documentation of who you are today. This includes certificates, volunteer experience, employment, education, professional & personal achievements and anything creative that speaks to who you are.)*

- High School Diploma dated 1979
- City College Academic Record 1981 – 1991
- Certificate of Participation Alvarado Parkway Inst. Outpatient 1998
- Certificate of Completion Domestic Violence Treatment Program 1998
- 3 Certificates of Completion/Foster, Adoption, and Kinship Ed. 1-03
- Cuyamaca College grades/courses completed 1992 – 2005
- Marriage License dated 2-14-05
- Palomar College Evaluation Worksheet 2005 – 2006
- Phi Theta Kappa/National Dean's List dated 2-24-2006
- International Scholar Laureate Program Delegation offer letter dated 10-10-2006
- CSU Chico letter of admittance dated 2-19-07
- Letter of recognition and appreciation for volunteering MSW program 11-15-07
- Certificate of Appreciation CSU Chico School of Social Work 11-07
- Certificate of Appreciation CSW Conference 11-07
- Council on Social Work Education letter of recognition 11-16-07

- CSU Chico School of Social Work thank you letter 12-20-07
- Transfer Credit Report G.P.A. 3.5
- 3 letters - Glenn Co. H.R.A. recognition – Emancipated Foster Youth Program and legally cleared by the State of California to work with youth 2-07
- Individual Plan for Employment/Dept. of Rehab. 6-07
- BSW Course Plan/ CSU Chico School of Social Work dated 5-14-08
- Public speaking engagement for Willows Transitional Home/ Shasta District Fall Conference dated 10-29-08
- Unofficial Transcripts' CSU Chico G.P. A. 3.9 dated 6-27-08
- Certificate of Appreciation/Child Welfare dated 6-2-08
- Certificate of Appreciation/Shasta District 10-29-08
- Certificate of Appreciation/Support Serv. Emancipated Foster Youth & Continuum of Care Programs Glenn Co. 11-18-08
- Original Art work depicting 2 young girls first day in foster care
- 7 Letters of Character Reference

*Strongly suggested that you cc your letter, but not mandatory. A mentor who has witnessed your transformation with credentials.*

cc; [Attorney At Law's Name]

cc; [Mentor or Pastor's Name]