Pursuant to your recent request, please find enclosed a pardon petition application. This office is charged with the responsibility of processing pardon petitions pursuant to RSA 4:21, et seq.

If you are eligible for an annulment of your criminal records, pursuant to RSA 651:5, please be advised that the Governor and Council will not consider your pardon petition until you provide documentation that you have applied for an annulment and it has been denied. You may seek guidance from an attorney if you have questions on how to petition for an annulment.

The petition must be completed in every detail and returned to this office. You may attach any recommendations to the form. This office is statutorily required to contact the prosecutor and sentencing judge on your case, and request any recommendation they may wish to submit. Governor and Council rules require that we obtain a criminal records check from the New Hampshire State Police, and, if you are incarcerated, a report from the Superintendent of the facility of your time spent there. In addition, the rules require the prosecutor to contact the victim in your case and obtain their response to your pardon petition. All information is available to the public, with the exception of the documentation from the New Hampshire State Police and Superintendent of any incarceration facility.

Once all responses are received, the entire package -- pardon petition application and recommendations submitted by you, together with recommendations received from the public officials and the results of our investigation -- will be submitted to the Governor and Executive Council, who will decide whether to grant you a pardon hearing. Please forward the completed form to:

Annie Gagne  
Legal Assistant

at the above address.

If you have any questions, please do not hesitate to contact this office.
INFORMATION REQUIRED WITH PARDON PETITION

Full Name: ________________________________

Residence: ____________________________
   (Street) ____________________________
   (Town or City)

Date of Birth: _________________________

Marital Status: Are you married? _________________________

   How many children do you have? _________________________

   Give their ages: _________________________

Employment Summary: (List your last three employers, the period of time during which you worked for each employer, and the nature of your work.)

   ______________________________________
   ______________________________________
   ______________________________________
   ______________________________________

What is your educational background?

   ______________________________________

   ______________________________________

Criminal Record: (List all felonies and misdemeanors (including traffic offenses) for which you have been convicted with the place, date, and disposition of each offense.)

   ______________________________________
   ______________________________________
   ______________________________________
   ______________________________________
Give a brief statement of the reason why you want a pardon.

NOTE: The following information must be provided for ALL convictions for which you seek a pardon; stating “All NH Convictions,” “All Convictions,” or the like, is not adequate. Attach additional pages as necessary.

Give name of the offense for which a pardon is sought: _______________________________

Date of the offense: _____________________________________________________________

Town or city where offense occurred: _____________________________________________

In which court were you convicted? _____________________________________________

What was the name of the judge? ______________________________________________

Who prosecuted the case for the State? __________________________________________

What was your plea? __________________________________________________________

What was the date of your conviction? __________________________________________

What sentence was imposed by the court? _________________________________________

Were you represented by an attorney? __________________________________________

If so, what was that attorney’s name? __________________________________________

Have you applied for an annulment of the conviction? _____________________________

If so, what was the date of the petition for annulment? ___________________________

List all facilities in which you have been incarcerated on this conviction? __________

Are you presently incarcerated? ________________________________________________

If so, where? _______________________________________________________________

What is your present minimum parole eligibility date? ____________________________
Give a narrative statement of the offense for which you seek a pardon, giving all details of how the offense was committed and telling just what happened.