

Pennsylvania Board of Pardons

Cheat Sheet for Prospective Pardon Applicants

| | |
|--|--|
| Who can apply? | Anyone who has been convicted of a criminal offense by a court of competent jurisdiction in the Commonwealth of Pennsylvania (Not including federal offenses). |
| When should I apply? | <p>When you can clearly and compellingly demonstrate that you have been rehabilitated or reformed of your previous criminogenic behavior/mindset. Ideally, this should include:</p> <ul style="list-style-type: none">• Having successfully completed and/or has served a significant amount of time towards one's term of probation/parole (Must receive support from PBPP if still actively under probation/parole).• Having satisfied all outstanding court costs, fines, and restitution; Having set up a payment plan with the expectation of paying the full balance prior to you being scheduled for a Merit Review Hearing; Or having received a letter from the Clerk of Courts supporting your application for clemency despite having an outstanding balance.• Having a conversation with your county's district attorney about the merits of your candidacy for clemency. |
| How can I apply? | You can download our application from www.bop.pa.gov or contact our office to request one at 717-787-2596. |
| What do I need to apply? (Step 1) | <p>First, you need to determine which conviction(s) you're seeking a pardon for. You can look up your criminal dockets for free at:</p> <ul style="list-style-type: none">• https://ujportal.pacourts.us/CaseSearch <p>You can also run a background check on yourself through the Pennsylvania State Police at:</p> <ul style="list-style-type: none">• https://epatch.state.pa.us/Home.jsp |
| | |

| | |
|--|---|
| <p>What do I need to apply? (Step 2)</p> | <p>Secondly, you MUST obtain the following court documents (for each docket that you are seeking a pardon for) from the court (either the Common Pleas Court, Municipal Court, or the magistrate) where your case was heard/disposed of:</p> <ul style="list-style-type: none"> • Criminal Complaint • Affidavit of Probable Cause • Criminal Information/Indictment • Final Plea/Verdict • Disposition/Sentencing Order • Proof of Payment of Fines and Costs <p>If the court does not have any of these documents, they MUST provide you with a letter substantiating that these documents are not available.</p> <p>In addition, if your case was heard/disposed of at the magistrate level, you DO NOT have to obtain any court documents if the case is older than 7 years.</p> |
| <p>What do I need to apply? (Step 3)</p> | <p>Lastly, please complete your application and make sure the required court documents accompany your application (applications that are missing court documents will be rejected). Pardon applications should be sent to:</p> <p style="text-align: center;">PA Board of Pardons 333 Market Street, 15th Floor Harrisburg, PA 17126-0333</p> |
| <p>How can I make my application more compelling?</p> | <p>Although not required, either at the time that you submit your application or anytime thereafter, it is encouraged that you solicit and submit the following:</p> <ul style="list-style-type: none"> • Letters of support (preferably from non-family members). • Letters highlighting your volunteerism or community service. • Educational/professional development credentials. • Proof of payment of fines, costs and restitution. • Support from the district attorney in the county that you were convicted in. |
| <p>What if I still have questions about the pardon process?</p> | <p>Please visit our website at www.bop.pa.gov and/or review our Frequently Asked Questions section, which can be found under the Application Process tab.</p> |