



Governor Gavin Newsom · State Capitol · Sacramento, California 95814

**NOTICE OF INTENT TO APPLY FOR CLEMENCY**

You must send notice of your intent to apply for clemency (commutation of sentence or pardon) to the district attorney when you apply. Complete and mail this form to the district attorney in the county/counties of your conviction(s) for which you are seeking a commutation or pardon when you submit your application for clemency to the Governor’s Office.

To the District Attorney of \_\_\_\_\_ County: Please take notice that I, \_\_\_\_\_,  
(Name of County) (Print Full Name of Applicant)

was convicted of \_\_\_\_\_ on the date of \_\_\_\_\_,  
(Name of Crime) (Date of Conviction)

committed in \_\_\_\_\_ County, California.  
(Name of County)

I will submit this application for (check one)  **commutation**  **pardon** to the Governor of the State of California.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

**This section to be completed by the District Attorney only.  
DISTRICT ATTORNEY ACKNOWLEDGEMENT**

I, \_\_\_\_\_, District Attorney of the County of \_\_\_\_\_,  
(Name of District Attorney) (Name of County)

do hereby acknowledge receipt of notice from \_\_\_\_\_, that applicant intends to  
(Name of Applicant)

apply to the Governor of the State of California for clemency.

Signed \_\_\_\_\_

Date \_\_\_\_\_

**District Attorney:**

**Please return this Notice to the Governor’s Office, Attn: Legal Affairs, Clemency, State Capitol, Sacramento, CA 95814.**