

ALABAMA BOARD OF PARDONS AND PAROLES
ADMINISTRATIVE CODE

NOTICE OF INTENDED ACTION

AGENCY NAME: Alabama Board of Pardons and Paroles
RULE NO. & TITLE: 640-X-A-3 Form ABPP-3: Pardon Application
INTENDED ACTION: Repeal and Replace

SUBSTANCE OF PROPOSED ACTION:

To repeal the prior Pardon Application form and replace it with a new form used to apply for a pardon and/or remission of fines.

TIME, PLACE AND MANNER OF PRESENTING VIEWS:

Written comments may be directed to Alatia R. Midkiff, Alabama Bureau of Pardons and Paroles, 301 South Ripley Street, Montgomery, AL 36104.

FINAL DATE FOR COMMENT AND COMPLETION OF NOTICE:

Friday, April 4, 2025

CONTACT PERSON AT AGENCY:

Alatia R. Midkiff
Attn: Legal Department
301 South Ripley Street
Montgomery, AL 36104

Cam Ward

Cam Ward

(Signature of officer authorized
to promulgate and adopt
rules or his or her deputy)

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ABPP-3

PARDON APPLICATION

(Read and follow the attached INSTRUCTIONS FOR APPLYING FOR A PARDON before submitting this Application.)

NAME OF APPLICANT: _____
(At Time of Conviction)

CURRENT NAME (if different from above): _____

MAILING ADDRESS: _____
Street or P.O. Box

City State Zip Code
Telephone# Cellular#

E-mail Address _____

RACE: _____ SEX: _____ DOB: _____

SS#: _____ AIS# (if applicable): _____

CONVICTION: STATE FEDERAL COUNTY OF CONVICTION(S): _____

YEAR(S) OF CONVICTION(S): _____

(Attach a complete list of convictions for which this pardon is requested.)

IS PARDON BASED ON CLAIM OF INNOCENCE: YES NO

IS THIS APPLICATION YOUR FIRST: YES NO

IF NO, DATE OF LAST APPLICATION: _____

I have read the INSTRUCTIONS FOR APPLYING FOR A PARDON and agree to the terms and conditions stated in that document, including the requirement for submitting a "WAIVER OF LIABILITY AND AUTHORITY FOR RELEASE OF INFORMATION" form. I also acknowledge that the Alabama Board of Pardons and Paroles has complete discretion to grant or deny pardon and that there is no right to a pardon.

Signature _____ Date _____

Print Name _____

ALABAMA BUREAU OF PARDONS AND PAROLES USE ONLY	
Application received on ___ day of _____, 20__.	
Tracking Number: _____	
Waiver Form Received: Yes <input type="checkbox"/> No <input type="checkbox"/>	
Print Name _____	
Signature _____	

Revised October 2020

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ALABAMA BUREAU OF PARDONS AND PAROLES

INSTRUCTIONS FOR APPLYING FOR A PARDON

Alabama law allows convicted persons to apply for a pardon, subject to the procedures specified by law. These procedures give the Alabama Board of Pardons and Paroles the discretionary authority to grant or deny pardon applications. The Board may also consider pardons for convictions in the courts of the United States or of other states if the petitioner is, at the time of application and consideration, an Alabama resident.

Under Alabama law, the following persons may not apply for a pardon: persons convicted of treason and impeachment and persons sentenced to death and such a sentence is not commuted. For a person whose sentence to death has been commuted, such a person shall not be eligible for a pardon unless (1) sufficient evidence is presented to the Board to satisfy it that the person was innocent of the crime for which he or she was convicted, (2) the Board votes unanimously to grant the person a pardon, and (3) the Governor concurs in and approves the granting of the pardon.

PLEASE READ THESE INSTRUCTIONS BEFORE PROCEEDING WITH YOUR REQUEST.

All applications for a pardon are considered requests for a Full Pardon. **HOWEVER**, the Board retains the discretion to grant, as an alternative to a Full Pardon, a Limited Pardon, including a Pardon for Licensing/Bonding, a Pardon with Gun Rights (for Alabama convictions only), or a Pardon Excluding Gun Rights.

1) Complete the "PARDON APPLICATION" form and complete a "WAIVER OF LIABILITY AND AUTHORITY FOR RELEASE OF INFORMATION" form. These forms must be submitted to the Alabama Bureau of Pardons and Paroles at the following address:

Alabama Bureau of Pardons and Paroles
100 Capitol Commerce Boulevard, Suite 310
Montgomery, AL 36117
Email: pardons@paroles.alabama.gov

2) No pardon investigation will be completed except at the request of the person whose conviction is at issue.

3) To be considered for a pardon, an applicant must have either completed his or her sentence or have successfully served at least three (3) years on parole for the sentence for which the applicant seeks a pardon.

4) Notwithstanding the foregoing, a pardon based on innocence may be granted upon the unanimous affirmative of the Board following receipt and filing of clear proof of his or her innocence of the crime for which he or she was convicted and the written approval of the judge who tried his or her case or district attorney or with the approval of a circuit judge in the circuit where he or she was convicted if the judge who tried his or her case is no longer serving.

5) Upon receiving the application and waiver, the Bureau's Pardon Unit will begin investigating the applicant's case. The investigation includes current information on the applicant's home situation, job status, an updated criminal arrest record, written references, and other information as warranted. Additionally, pardon applicants must fully cooperate with the investigation of his or her criminal history, personal and social history, and the circumstances of his or her crime.

6) When the investigation is complete, the case will be docketed for consideration by the Board, and once the case is docketed, required notification will be sent to the victim, certain officials in the jurisdiction of the conviction, and the applicant.

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7) The time needed to complete the investigation depends on numerous factors, and no estimate will be provided.

8) If the Board grants a pardon, the Board will also decide whether to restore any or all civil and political rights lost as a result of the conviction. As required by law, Board Members shall provide the reasons supporting their decision to grant a pardon in its file. The Board's order granting a pardon will be made a matter of public record. All other portions of the file shall remain subject to statutory privilege.

9) If the Board declines to grant a pardon and/or to restore any or all civil and political rights, the applicant may not re-apply until at least two (2) years have passed from the date of the Board's action, unless expressly ordered by the Board. Any application submitted within two (2) years of the applicant's last application will be subject to rejection.

Author:—

Statutory Authority:—

History:—

Form ABPP-3: Pardon and/or Remission of Fines Application.

[Added image:]

ABPP-3

PARDON AND/OR REMISSION OF FINES APPLICATION
(Read and follow the attached instructions before submitting the application)

FOR: PARDON REMISSION OF FINES BOTH

NAME OF APPLICANT: _____ AIS (if applicable): _____
(at time of conviction)

CURRENT NAME (if different from above): _____

MAILING ADDRESS (street or PO Box, City, State, Zip): _____

EMAIL: _____

PHONE: _____ MOBILE PHONE: _____

RACE: _____ SEX: _____ DOB: _____ SSN: _____

CONVICTIONS: State Federal (Attach a complete list of convictions for which this application is requested to include counties and dates)

Is the pardon based on claim of innocence? _____

Have you applied for a pardon or remission of fines before? Pardon Fines Neither

Date of last hearing: _____ If previously granted a pardon, what rights were not restored and what are you seeking now? _____

If requesting a remission of fine, attach a short and plain statement of the reason that the Board should grant relief.

I have read the INSTRUCTIONS FOR APPLYING FOR A PARDON AND/OR REMISSION OF FINES and agree to the terms and conditions stated in that document, including the requirements for submitting a WAIVER OF LIABILITY AND AUTHORITY FOR RELEASE OF INFORMATION form. I also acknowledge that the Alabama Board of Pardons and Paroles has complete discretion to grant or deny a pardon or remission of fines and that there is no right to either.

Signature Date

Print Name

ALABAMA BUREAU OF PARDONS AND PAROLES USE ONLY
Application received on _____
Tracking Number _____
Waiver form received: Yes <input type="checkbox"/> No <input type="checkbox"/>
_____ Print Name
_____ Signature

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ALABAMA BUREAU OF PARDONS AND PAROLES

Alabama law allows persons with an Alabama conviction to apply for a pardon or a remission of fines, subject to the procedures specified by law. These procedures give the Alabama Board of Pardons and Paroles the discretionary authority to grant or deny a pardon, or to grant or deny a remission of fines. The Board may also consider pardons for convictions in the courts of the United States or of other states if the petitioner is, at the time of application and consideration, an Alabama resident.

All applications for a pardon are considered requests for a full pardon. **HOWEVER**, the Board retains the discretion to grant a pardon without restoration of all rights lost as a result of the conviction. The Board cannot grant relief from the Alabama Sex Offender Registration and Notification Act except under the conditions described in Alabama Code § 15-20A-43(b).

PLEASE READ THESE INSTRUCTIONS BEFORE SUBMITTING YOUR APPLICATION.

While a pardon and a remission of fines can be applied for at the same time and have many of the same instructions, please read both carefully to ensure you meet the criteria.

PARDONS:

1) Complete the "PARDON AND/OR REMISSION OF FINES APPLICATION" form and a "WAIVER OF LIABILITY AND AUTHORITY FOR RELEASE OF INFORMATION" form. **These forms must be submitted to the Alabama Bureau of Pardons and Paroles at the following mailing or email address:**

Alabama Bureau of Pardons and Paroles
301 South Ripley St
Montgomery, AL 36104
Email: pardons.application@paroles.alabama.gov

2) No pardon investigation will be completed except at the request of the person with the conviction.

3) To be considered for a pardon, an applicant must have either completed his or her sentence or have successfully completed at least three (3) years on parole for the sentence for which the applicant seeks a pardon.

4) Notwithstanding the foregoing, a pardon based on innocence may be granted upon the unanimous vote of the Board following receipt and filing of clear proof of his or her innocence of the crime for which he or she was convicted and the written approval of the judge or prosecuting attorney who tried the case.

5) Upon receiving the application and waiver, the Bureau's Pardon Unit will investigate the applicant's case. The investigation includes current information on the applicant's home situation, job status, an updated criminal arrest record, written references, and other information as

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warranted. Applicants must fully cooperate with the investigation of his or her criminal history, personal and social history, and the circumstances of the crime.

6) When the investigation is complete, the case will be docketed for consideration by the Board and required notification will be sent to the victim, certain government officials, and the applicant.

7) The time needed to complete the investigation depends on numerous factors, and no estimate will be provided.

8) If the Board grants a pardon, the Board will also decide whether to restore any or all civil and political rights lost as a result of the conviction. As required by law, Board Members shall provide the reasons supporting their decision to grant a pardon in its file. The Board's order granting a pardon will be public record. All other portions of the file shall remain privileged.

9) If the Board declines to grant a pardon and/or to restore any or all civil and political rights, the applicant may not re-apply until at least two (2) years have passed from the date of the Board's action, unless expressly ordered by the Board. **Any application submitted within two (2) years of the applicant's last application will be subject to rejection.**

REMISSION OF FINES

All applications for a remission of fines are considered a request for a full remission of the imposed fines. **HOWEVER**, the Board retains the discretion to remit all or part of the imposed fines.

1) Complete the attached "PARDON AND/OR REMISSION OF FINES APPLICATION" form and a "WAIVER OF LIABILITY AND AUTHORITY FOR RELEASE OF INFORMATION" form and submit these forms to the Alabama Bureau of Pardons and Paroles at the following mailing or email address:

Alabama Bureau of Pardons and Paroles
301 S. Ripley St.
Montgomery, AL 36104
Email: pardons.application@paroles.alabama.gov

2) No remission of fines investigation will be started without a signed application from the person fined.

3) Upon receiving the application and waiver, the Bureau's Pardon Unit will investigate the applicant's case. The investigation includes current information on the applicant's home situation, job status, an updated criminal arrest record, written references, and other information as warranted. Applicants must fully cooperate with the investigation of his or her criminal history, personal and social history, and the circumstances of the crime.

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4) When the investigation is complete, the case will be docketed for consideration by the Board and required notification will be sent to the victim, certain government officials, and the applicant.

5) The time needed to complete the investigation depends on numerous factors, and no estimate will be provided.

6) The Board will only grant a remission of fines in cases to which the State of Alabama is a party.

7) If the Board grants a remission, the Board will provide the reasons supporting its decision to grant a remission in its order. The Board's order will be a public record. All other portions of the file are privileged.

8) If the Board declines to grant a remission of fines, the applicant may not submit a subsequent petition for remission for the same case.

Author: Eric Anderson, Scott Perkins

Statutory Authority: Code of Ala. 1975, §§ 15-22-21, 15-22-36, 15-22-37.

History: Repealed and New Rule: Published _____ ; effective _____ .