

Restoration of Rights: Application for More Serious Offenses

About the Rights Restoration Process:

Persons who have been convicted of a *violent offense, an offense against a minor, or an election law offense* must use this form to apply for restoration of rights (a detailed list of more serious offenses is available at www.commonwealth.virginia.gov/ror).

To apply for restoration of rights, you must:

- Have been convicted of a felony in a Virginia court or a U.S. District court
- Be free from any sentence served and/or supervised probation and parole for a minimum of three years.
- Not have any felony convictions in the three years immediately preceding the application and/or pending criminal charges
- Have paid all court costs, fines, penalties and restitution.

The Secretary of the Commonwealth will conduct a criminal history check on all applicants.

The civil rights restored through this process include the rights to:

- ✓ Register to vote
- ✓ Hold public office
- ✓ Serve on a jury
- ✓ Serve as a notary public.

The restoration of rights does not restore the right to possess a firearm. You must petition the appropriate Circuit Court pursuant to Va. Code §18.2-308.2. It also does not expunge a criminal charge, which can only be done by petitioning a Circuit Court pursuant to Va. Code §§19.2-392.1 and 19.2-392.2.

This is not a pardon. A person who has been convicted of a felony must first have his or her rights restored in order to be eligible to petition for a simple pardon.

Applicants residing outside the Commonwealth of Virginia must include certified copies of their Criminal Record from the state they reside.

The Governor has sole discretion to restore civil rights. There is no process for appealing his decision. A person who has been denied may reapply after one year from his or her denial date.

If you have questions about your eligibility, contact the Restoration of Rights Office at (804) 692-0104.

Mail your Application to:

Restoration of Rights
Secretary of the Commonwealth
P. O. Box 2454
Richmond, VA 23218

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Please print or type the complete information in each blank. If a question does not apply, put "N/A" in the blank. Attach certified copies of all required documents to this application.

A. Legal Name Now Used (Please Print): _____

B. Name as Convicted (Please Print): _____

C. Gender: Male _____ Female _____

D. Date of Birth: _____ Social Security Number: _____

E. Mailing Address: _____

F. City and State: _____

G. Home Phone: _____ Work Phone: _____

H. Cell Phone: _____ Email (If any): _____

Felony Offense(s): _____

Court: _____ County/State: _____

Date(s) of Conviction: _____ Date(s) of Sentence: _____

Date of Release from Incarceration (If Applicable): _____ Date of Release from Supervised Probation or Parole: _____

Application Check List

Make certain you have included the following:

- The application, completely filled out (It is important that you list **each** felony conviction on the application)
- Certified copies of all felony sentencing orders
- Certified proof of payment for any fines, restitution and/or court costs
You must attach **certified** copies of every sentencing order and proof of payment of court, fines and/or restitution for each felony conviction on your record. These may be obtained from the Clerk of the Court in which you were convicted.
NOTE: Your order of conviction and sentencing order may be the same document.
- A current letter from your most recent Probation or Parole officer/office outlining your period of supervision
This letter should be addressed to the Governor, c/o Secretary of the Commonwealth, and may be mailed with your application or mailed directly from the Probation/Parole office. If your officer has retired or is no longer working in that office, call the Probation/Parole office that you reported to and explain to them that you are applying to have your rights restored. They will know what type of letter to provide.
- If you are an applicant living outside the Commonwealth of Virginia, attach certified copies of your Criminal Record from the state you reside. (If a conducted search has returned NO record of a criminal history, please submit certified documentation stating such.)