

[Your Name]  
[Your Address]  
[City, State, ZIP Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Parole Board's Name]  
[Parole Board's Address]  
[City, State, ZIP Code]

Dear Members of the Parole Board,

I hope this letter finds you well. My name is [Your Name], and I am currently incarcerated at [Facility Name and Inmate Number]. I am writing to formally request consideration for early release on parole due to [briefly state reasons, such as rehabilitation, good behavior, etc.]. During my time in [Facility Name], I have actively participated in [list programs, courses, or rehabilitation efforts]. These experiences have profoundly impacted my perspective and desire to contribute positively to society. I have maintained a clean conduct record and have received recognition for my efforts in [mention any achievements or awards]. I understand the seriousness of my past actions and take full responsibility for them. I am committed to moving forward and making amends through [explain future plans, such as employment, education, or community service]. I believe that I have made significant progress and that my early release would allow me to further demonstrate my commitment to positive change.

Thank you for considering my application for early parole. I appreciate your time and attention to my request.

Sincerely,  
[Your Name]  
[Inmate Number]