

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Judge's Name]
[Court's Name]
[Court's Address]
[City, State, Zip Code]

Dear Honorable [Judge's Last Name],

I am writing to provide a character reference for [Defendant's Full Name], who is currently before you in [Court Case Name/Number]. I have known [Defendant's First Name] for [duration of acquaintance] and can attest to their character and the positive impact they have made in our community.

[Share a specific anecdote or experience that illustrates the defendant's good character, reliability, or contributions to the community.]

In addition to the above, [Defendant's First Name] has shown [mention any positive traits such as honesty, integrity, respectfulness, etc.]. I believe that these qualities are important when considering the circumstances of their case.

[Optional: Mention any consequences of the defendant's actions and how they are taking steps to make amends or improve.]

I respectfully urge you to consider [Defendant's First Name]'s character, as I believe they are deserving of a second chance. Thank you for considering my perspective in this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]