

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient Title/Position]
[XJail Name]
[XJail Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally support [Name of the individual], who is currently housed in [specific facility or location]. As a [your relationship to the individual, e.g., friend, family member, advocate], I have witnessed [his/her/their] character and resilience during this challenging time.

[Include a paragraph detailing positive attributes, accomplishments, or changes the individual has made while in custody.]

I believe that [Name] has the potential for rehabilitation and would greatly benefit from [specific programs, support, or release]. It is imperative that [he/she/they] are given the opportunity to [explain potential for positive outcome or contributions to society].

Thank you for considering my support for [Name]. I hope you will take into account the positive impact that [his/her/their] release or participation in programs could have on [his/her/their] future and the community.

Sincerely,

[Your Name]
[Your Relationship/Title if applicable]
[Signature, if sending a hard copy]