



TERRY E. BRANSTAD  
GOVERNOR

## OFFICE OF THE GOVERNOR

KIM REYNOLDS  
LT. GOVERNOR

### Streamlined Application for Restoration of Citizenship Rights (Right to Vote and Hold Public Office)

**READ CAREFULLY. IF YOU DO NOT COMPLETE THE APPLICATION IN FULL,  
IT WILL BE RETURNED TO YOU WITHOUT PROCESSING.**

**General Information:** A restoration of citizenship restores the right of a person to vote and hold public office. This is not an application for pardon, commutation or a special restoration of citizenship rights (firearms). If you would like to apply for pardon, commutation or a special restoration of citizenship rights (firearms), you must submit a different application, which can be found on the Governor's website at [www.governor.iowa.gov/](http://www.governor.iowa.gov/) or by contacting the Governor's Office at 515/281-5211.

**Who may apply:** An individual convicted in Iowa State Court, Federal Court, and a court outside of Iowa may apply to have their right to vote and hold public office restored.

**How to obtain your restoration of Citizenship Rights:**

- (1) Complete the application attached.
- (2) Sign the release of information attached to the application.
- (3) Submit documentation of your court costs, restitution, and fines.
  - **Completed payment:** If you have completed your payment of court costs, restitution, and fines you must submit documentation verifying your payment. You may call the courthouse of your conviction for verification or call your local Community Based Corrections Office for assistance. To find information regarding your courthouse or your local Community Based Corrections Office, you may call 515/725-5701.
  - **Still working on payment:** If you are current on your payment of court costs, restitution, and fines and continue to pay these costs in good faith, you must submit documentation of your payments along with an explanation of your payments and why they are not completed. You may call the courthouse of your conviction for verification or call your local Community Based Corrections Office for assistance. To find information regarding your courthouse or your local Community Based Corrections Office, you may call 515/725-5701.
- (4) You must submit an Iowa Criminal History Record. To request an Iowa Criminal History Record, contact:
  - Iowa Division of Criminal Investigation
  - 215 East 7<sup>th</sup> Street
  - Des Moines, Iowa 50319
  - Phone: 515/725-6066

**Mail:** (1) Your completed application, (2) Release, (3) Documentation verifying the payment of your court costs, fines and restitution; and (4) Iowa Criminal History Record, and send it to:

Legal Counsel  
Governor's Office  
State Capitol Building  
Des Moines, Iowa 50319

**Questions:** You may call 515/281-5211 or visit the "Frequently Asked Questions" at:  
<https://governor.iowa.gov/constituent-services/restoration-of-citizenship-rights/>.

## **\*\*\*\*Checklist of Materials\*\*\*\***

*(Make sure all items are enclosed in your application)*

- Step 1** Complete, sign, and date application
  - Make sure you answer all of the questions.
  - You may call Iowa Department of Corrections at 515/725-5701 to obtain the phone number for your local Community Based Corrections Office to help you fill out the application.
  
- Step 2** Sign the Release attached to the application
  
- Step 3** Enclose Proof of payment of court costs, fines, and restitution
  - You may call Iowa Department of Corrections at 515/725-5701 to find where you can locate this information.
  
- Step 4** Enclose a Current Iowa Criminal History Record
  - You may call Iowa Department of Criminal Investigations at 515/725-6066 to obtain your Iowa Criminal History.
  
- Step 5** Place the information from Steps 1, 2, 3, and 4 into an envelope and mail it to:
  - Legal Counsel
  - Governor's Office
  - State Capitol Building
  - Des Moines, Iowa 50319

- ***Failure to disclose true and accurate information may affect your application.***
- ***There is no application fee for clemency.***



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**Application for Restoration of Citizenship Rights - Right to Vote and Hold Public Office**

(Application current as of December 19, 2012)

TO: Governor Terry E. Branstad, I hereby make application for Restoration of Citizenship Rights (Right to Vote and Hold Public Office).

1. Name: \_\_\_\_\_ Other Names (ie: maiden) \_\_\_\_\_
2. Address: \_\_\_\_\_  
Street
City
State
Zip Code
County
3. Home Phone: ( ) \_\_\_\_\_ Work Phone: ( ) \_\_\_\_\_ Cell Phone: ( ) \_\_\_\_\_
4. Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_ Sex: Male/Female
5. Social Security Number: \_\_\_\_\_ U.S. Citizen (circle one) Yes or No
6. Crime/Offense: \_\_\_\_\_ Classification of Crime (ie: Class D felony): \_\_\_\_\_
7. Date of Crime (Month/Day/Year): \_\_\_\_\_
8. Date of Conviction (Month/Day/Year): \_\_\_\_\_
9. County and State of Conviction: \_\_\_\_\_
10. Court in which convicted in: \_\_\_\_\_
11. Sentence Received: \_\_\_\_\_
12. Place and Dates of Time Served: \_\_\_\_\_
13. Beginning and Ending Date of Parole: \_\_\_\_\_  
or Probation: \_\_\_\_\_
or both: \_\_\_\_\_
14. Name and Current Address of Parole or Probation Officer: \_\_\_\_\_
15. Name and Current Address of Prosecuting Attorney: \_\_\_\_\_
16. Name and Current Address of Defense Attorney: \_\_\_\_\_
17. Name and Current Address of Judge who heard Case: \_\_\_\_\_
18. Were you ordered to pay court costs? Yes \_\_\_\_\_ No \_\_\_\_\_ Amount \_\_\_\_\_
19. If ordered, amount you have paid: \_\_\_\_\_
20. Was any restitution ordered? Yes \_\_\_\_\_ No \_\_\_\_\_  
Amount ordered: \_\_\_\_\_
Amount you paid: \_\_\_\_\_
21. Attorney's fees: \_\_\_\_\_ Amount you paid: \_\_\_\_\_
22. Court costs owed: \_\_\_\_\_ Amount you paid: \_\_\_\_\_
23. Your address at time charged and convicted: \_\_\_\_\_
24. Have you ever been **arrested, charged or convicted** of an offense at any other time? (Include deferred judgments. If you were a juvenile at the time of your conviction, what was the disposition of the case? Were the records sealed?) **(Please circle):** Yes / No

25. If the answer to Question #24 is yes, provide the following information for **each** offense. (Attach additional sheets if needed.)

- a. Crime or offense: \_\_\_\_\_
- b. Date of offense: \_\_\_\_\_
- c. Sentence received: \_\_\_\_\_
- d. Terms of sentence: \_\_\_\_\_
- e. County and state where convicted or charged: \_\_\_\_\_
- f. Place and dates of incarceration and: \_\_\_\_\_
- g. Dates of probation or parole: \_\_\_\_\_
- h. Amount of restitution, court costs and attorney's fees ordered and amount paid:
  - (1) Restitution ordered: \_\_\_\_\_ Amount paid: \_\_\_\_\_
  - (2) Court Costs ordered: \_\_\_\_\_ Amount paid: \_\_\_\_\_
  - (3) Attorney's fees ordered: \_\_\_\_\_ Amount paid: \_\_\_\_\_

26. List any alimony or child support payments you were ordered to make: \_\_\_\_\_  
a. Have you paid all of the alimony and child support you have been ordered to pay? Yes/ No/ Not Applicable  
b. Please list the amount of alimony or child support you are presently paying: \_\_\_\_\_

27. Have you made a previous application for executive clemency (citizenship, firearms or pardon)? \_\_\_\_\_  
If yes, when and in what state? \_\_\_\_\_

28. Did you file federal and state income tax returns for the following years?

- a. This year? \_\_\_\_ Yes \_\_\_\_ No
- b. Last Year? \_\_\_\_ Yes \_\_\_\_ No
- c. Two Years Ago? \_\_\_\_ Yes \_\_\_\_ No
- d. Three Years Ago? \_\_\_\_ Yes \_\_\_\_ No

If you did not file either the federal or state tax return or both, please explain which returns(s) you did not file and why.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

29. Please state why you believe that you have demonstrated good citizenship such that your citizenship rights (right to vote and hold public office) might be restored by the Governor. (You may attach additional sheets of paper if necessary.)

I certify, under the penalty of perjury, that my application is true and complete.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Print Name of Applicant

# RELEASE

**YOU MUST SIGN AND DATE THIS RELEASE FORM  
OR YOUR APPLICATION WILL NOT BE PROCESSED**

I, \_\_\_\_\_, the undersigned applicant for executive clemency to the Governor of the State of Iowa, do hereby authorize any and all persons, firms or corporations, to release any and all information or documents they may now have or hereinafter receive concerning me.

I authorize the release of said information to the Governor of the State of Iowa, his designee or agent. In granting this release, it is my understanding that the information or documents obtained will be used for the sole consideration of my application for executive clemency.

I further forever hold blameless those persons, firms, corporations and the Governor's Office, who by virtue of this consent may release information as requested.

A photocopy of this release form will be valid as an original, even though said photocopy does not contain an original writing of my signature.

I have read fully and understand the contents of this application and the authorization for release of personal information.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Print Name of Applicant

Date of Application:  
  
\_\_\_\_\_