

STATE OF NEVADA

ADDRESS ALL COMMUNICATIONS TO:

PARDONS BOARD  
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DENISE DAVIS, Executive Secretary



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BOARD OF PARDONS

March 6, 2023

To: Pardons Board Members  
From: Denise Davis, Executive Secretary  
Subject: Commutation Applications and Deadlines

The Pardons Board has set September 20, 2023, as the date for hearings. This memo provides the timeline and deadlines for the Pardons Board meeting. Copies of the commutation application are being distributed this week to NDOC inmates and other interested persons.

**Meeting Deadlines:**

Deadline for submission of inmate applications to NDOC Director:	5:00 PM on April 24, 2023
Requested deadline for member placement of <u>inmate</u> & <u>community</u> cases on agenda:	May 4, 2023
Deadline for P&P and NDOC reports to Executive Secretary:	June 15, 2023
Deadline for submission of materials to ensure inclusion in packets to Board Members:	July 14, 2023
Date packets provided to members:	August 17, 2023
Meeting Date:	September 20, 2023

September Pardons Board Deadlines  
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With the setting of the meeting, it is likely that Pardons Board members will soon begin to receive direct requests for placement on the agenda. If any member has a particular interest in a case and would like more information on the individual, please contact me via telephone at 775-687-6568 or via email to [dedavis@parole.nv.gov](mailto:dedavis@parole.nv.gov) I will get the requested material to you as soon as possible

Attached is a copy of the application for commutation of sentence being distributed to inmates in the NDOC. Also attached are copies of the Board's criteria which will be used to screen the applications for determination of appropriate inmate and community cases.

cc: Christopher P. DeRicco, Parole Board Chairman  
James Dzurenda, NDOC Director  
Holly Skulstad, NDOC OMD  
Aaron Evans, Deputy Chief of Parole & Probation

**BOARD OF PARDONS**  
**Application for Commutation of Sentence - Page 1 of 2**

Name: \_\_\_\_\_ Location: \_\_\_\_\_ NDOC # \_\_\_\_\_

This application is designed for inmates currently serving a sentence imposed by a Nevada Court. **Applications that are not complete may be rejected.** After completing the application, return it to your caseworker or to the Warden of the institution where you are housed. Wardens will forward the application to Offender Management. **Applications must be received by the Warden by 5:00 P.M. on April 24, 2023.** Inmates housed outside of the NDOC must submit their application no later than 5:00 P.M. April 28, 2023, to Offender Management at: PO Box 7011, Carson City, NV 89702 or 5500 Snyder Ave, Building 17, Carson City, NV 89701.

**NOTE: Submit only ONE application.**

Please indicate your answer by checking the YES or NO box after each question	YES	NO
Have you been housed in disciplinary segregation for any period of time within the past 36 months?		
Have you been found guilty of a major disciplinary infraction within the past 24 months, or do you have a major disciplinary charge pending?		
Have you been found guilty of three or more minor/general disciplinary infractions within the past 18 months?		
Are you eligible for release on parole <u>to the community</u> prior to September of 2024?		
Were you revoked on your current sentence <u>or</u> are you serving a single sentence that you received while you were on parole?		
Have you been denied release on parole <u>to the community</u> on your current sentence?		
Do you have any unresolved criminal charges?		
Is your case under appeal in a Nevada or Federal Court, <u>or</u> do you have plans to appeal your case in the future?		
Was a victim injured during the commission of the crime?		
Are you projected to discharge from prison before September of 2024?		
Do you have any consecutive sentences still to be served?		
Are you currently validated by the NDOC as a member of a street or prison-based gang?		
Were there any co-defendants in this case? If so, please provide their names:		

**If you are serving a sentence of Death or Life Without, please answer the following:**

What year did you commit the offense that resulted in the sentence of Death or Life Without?	
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**BOARD OF PARDONS**  
**Application for Commutation of Sentence - Page 2 of 2**

Name:		NDOC #:	
Court that rendered judgment (i.e., 8 <sup>th</sup> JD, 2 <sup>nd</sup> JD etc):			
Current NDOC facility:			
Current age:		Age when brought to prison on this charge:	
US Citizen: Yes / No		Sex: Male / Female	
What is your projected sentence expiration date?			
Please provide the conviction(s), the punishment imposed and your current sentence structure (please use additional sheet of paper if necessary):			
Please list any prior felony convictions in this or any other state or jurisdiction:			
Please indicate the action you wish to be taken on your case by the Pardons Board:			
Please indicate why your request should be considered by the Pardons Board (please use an additional sheet of paper if necessary)?			
<b>FOR OFFICE USE ONLY</b>			
STAFF COMMENTS:			