

State of Oklahoma Victim Notification Request

(PLEASE PRINT OR TYPE ALL INFORMATION)

YOUR NAME: _____

YOUR ADDRESS: _____

CITY/STATE/ZIP: _____

TELEPHONE: HOME () _____ OTHER () _____

VICTIM(S) NAME: _____

YOUR RELATIONSHIP TO THE VICTIM: _____

IF VICTIM IS DECEASED, VICTIM'S DATE OF BIRTH: _____

YOUR RELATIONSHIP TO THE OFFENDER/INMATE: _____

If you are the victim, survivor or representative for the victim, this is your opportunity to provide your version of the crime. If you are not the victim/survivor, please explain why you wish to be notified. (Attach pages, if necessary.)

UPON COMPLETION, RETURN FULL PAGE TO:

VICTIM SERVICES
OKLAHOMA DEPARTMENT OF CORRECTIONS
2901 N. Classen Blvd. Suite 100
Oklahoma City, OK 73106

FAX 405-962-6178

INMATE Information

After the defendant has been sentenced to a term of incarceration, please **provide as much inmate information** as possible. Whatever information you can provide will help us ensure we have you registered on the correct inmate. If you wish to register for notification on more than one inmate, please complete a notification form for each one. Thank you.

NAME OF INMATE: _____

D.O.C. #: _____ COUNTY: _____

BIRTH DATE: _____ SENTENCE: _____

SOC. SEC. #: _____ DISTRICT COURT #: _____

CRIME: _____ CRIMINAL APPEALS #: _____

Crime Victim/Survivor Notification



The Oklahoma Department of Corrections 405-962-6142, 800-232-1524 (in state only)
The Oklahoma Pardon and Parole Board 405-427-8601, x 232
The Oklahoma Attorney General's Office 405-522-4397
The Victim/Witness Coordinator
in the County of Conviction

PLEASE READ AND RETAIN THE ATTACHED INFORMATION SHEET FOR YOUR RECORDS

As an individual effected by the acts of an inmate, you more than likely have experienced a complicated and frustrating legal system. It probably seems to you at times that the scales of justice have not been tipped in your favor. You may even be confused about the inmate's sentence.

If the person who has committed a crime against you has been ordered to serve an extended amount of time in the state prison system, then you should know about Victim Notification. Victim Notification, very simply, is the act of asking for and receiving information on incarcerated offenders.

Some victims and survivors do not want to receive information, and that is their right. If you do, however, you must request such in writing, as the responsible agencies would not have contact information, if you have not provided a written request. (Just telling the court or others that you desire information is not adequate. We would not know who you are, that you do desire notification, or how to contact you unless you tell us.) If you choose to be notified of certain status changes which will occur during an inmates' involvement in the criminal justice system, just fill out the attached form and mail it to the address provided. Once you are registered, you will be sent information, when appropriate.

Once your information is received at the address provided, it will then be distributed by the Department of Corrections Victim Services Unit **to the** Pardon and Parole Board, the Attorney General's Office and the Victim Witness Coordinator in the county where the defendant was sentenced.

Each agency listed is a separate state agency which performs different and distinct services to crime victims and survivors. All notifications are governed by state law and individual agency policy and procedure.

If at any time you wish to withdraw from the Notification process, you must contact us in writing, and your name will be removed.

It is your responsibility to notify the Department of Corrections, in writing, of any change in address. You must keep your address and telephone numbers current in order to receive information. Send changes to:

**Victim Services
2901 N. Classen Blvd. Suite 100
Oklahoma City, OK 73106**

Fax: 405-962-6178