

**SAMPLE LETTER OF SUPPORT FOR CLEMENCY (MILITARY)**

Today's Date

MEMORANDUM FOR Commander, 7<sup>th</sup> U.S. Army Joint Multinational Training Command,  
APO AE 09114

FROM: (Your Rank and Name)

SUBJECT: Statement on Behalf of SFC Kelly A. Stewart

1. I am... (Explain who you are. Give your rank, name, current job title, organization, location, and time in service if you are military. Also, the number of people you supervise now and the amount of time in a supervisory position. If you have any unusual accomplishments, such as NCO of the Quarter, mention them.)
2. I have known SFC Stewart... (Explain how long you have known our client; if you have served with him in combat; how you came to know him/her - on-duty, off-duty, or both. If on duty, were you a supervisor, subordinate? Describe your duties at the time you worked with our client. Describe his duties. What opportunity did you have to observe him? Daily? Weekly?)
3. (Give your opinion of our client such as work performance, military bearing, civic activities, attitude and goals, and anything you want the judge or jury to know. You may want to mention the amount of supervision needed, working relations with co-workers, his demeanor toward supervision of others, his demeanor toward supervisors/commanders, his acceptance of NCO responsibilities, his learning ability, bearing/behavior, and compliance with personal appearance standards, his trustworthiness, and so on. Has he undertaken efforts at self-improvement? How would you rank him against others you have observed/supervised? Please use specific examples. If you know of instances where our client particularly stood out, mention them. Sound sincere, and be as descriptive as possible, using adjectives and adverbs.)
4. I am aware of SFC Stewart's court-martial conviction, and I am aware that he was sentenced to 8 years confinement and a dishonorable discharge. I am aware that if this letter is used it will be used to determine whether SFC Stewart should receive clemency. (Mention anything specific with regard to the trial that you feel was unfair. Please specify if you attended or testified at his court-martial. Please indicate whether you still want/trust my client as a friend. What is your opinion of his/her rehabilitation potential? If released early, can he overcome this obstacle with potential to succeed and again become an asset to society? Please justify your answers.)

[Sign and scan signed letter]  
NAME, Rank  
Duty Title

## SAMPLE LETTER OF SUPPORT FOR CLEMENCY (CIVILIAN)

Today's Date

MEMORANDUM FOR Commander, 7<sup>th</sup> U.S. Army Joint Multinational Training Command,  
APO AE 09114

FROM: (Your Name)

SUBJECT: Statement on Behalf of SFC Kelly A. Stewart

1. I am... (Explain who you are. Give your name, age, job title, organization, location, and time in position. Also, the number of people you supervise now and the amount of time in a supervisory position. If you have any unusual accomplishments, mention them. If you are a parent, mention this, how many children, anything about yourself that is significant.)
2. I have known SFC Stewart... (Explain how long you have known our Kelly. If you are family, please include your relation to Kelly. If you are not an immediate family member, and still married, please say that, as well if you are divorced. How you came to know him? How much time have you spent with him and his family? Describe your relationship in detail.)
3. (Talk about how you think this has impacted Kelly's life. Please mention here what kind of impact and impression Kelly made on you and how this event has affected your life. Give your opinion on things such as work performance, civic activities, attitude and goals, and anything you want the judge or jury to know. You may want to mention anything you know of his work ethic, relations with co-workers and friends, his demeanor toward supervision of others and his demeanor toward supervisors/commanders, his acceptance of family responsibilities, his learning ability, trustworthiness, helpfulness and so on. Has he undertaken efforts at self-improvement? Please use specific examples. If you know of instances where our client particularly stood out, mention them. Sound sincere, and be as descriptive as possible, using adjectives and adverbs. If you are familiar enough, possibly describe WHY he fled.)
4. I am aware of SFC Stewart's court-martial conviction, and I am aware that he was sentenced to 8 years confinement and a dishonorable discharge. I am aware that if this letter is used it will be used to determine whether SFC Stewart should receive clemency. (Mention anything specific with regard to the trial that you feel was unfair. Please specify if you attended or testified at his court-martial. Please indicate whether you still want/trust my client as a friend. What is your opinion of his/her rehabilitation potential? If released early, can he overcome this obstacle with potential to succeed and again become an asset to society? Please justify your answers.)

[Sign and scan signed letter]  
NAME, (Job Title)

Notes:

Please use the above as a guideline. For validity, the underlined portion must be said somehow. Write from your heart. Use personal stories. It will be best for us to have a variety of different letters. Also, photos are great so please forward any pictures that you may have of Kelly with you, your unit or your family.

Under no circumstances should you make disparaging remarks about the court-martial process or the American justice system. If there is anything specific with regard to this trial that you feel was unfair, then I would ABSOLUTELY ENCOURAGE YOU TO BRING IT UP! Nothing will be disqualified unless the attorney feels that it would hurt, rather than help Kelly. But please keep it constructive.

Emphasize Kelly's humanity. If Salazar is going to consider clemency, he needs to see Kelly as a human being, not as a sex offender. One thing you can't overstress is that Kelly is a wonderful parent and the stabilizing factor in his family.

Here are some facts, feel free to use any that you find most detrimental to his case, but again, please use your own words:

1. There were originally 12 MALE soldiers on the jury. (No women and no SF) 2 were dismissed. Of the 10 remaining male jurors, there is reason to believe that not all of them were in agreement with the verdict. But you just need 2/3. Your life in the hands of 7 military men, who may or may not be a fan of you cheating on your wife, which is NOT the crime for which he was being tried.
2. The accuser claimed to have been held captive but did not leave the room nor use the telephone to call for help while Kelly was in the shower.
3. The accuser left her telephone number in the morning.
4. The accuser waited 3 months to report the event to police. Obviously, there remained no material evidence, videotape from the hotel, DNA etc.
5. There were no hotel guests who heard anything unusual from the room. She did not scream, hit a wall or yell for help.
6. Her doctor (whom she visited within a few days of the event) testified that he did not notice any visible bite marks, bruises or physical signs of abuse. But these statements were introduced and became a point for conviction.
7. The kidnapping charge was based partially on Kelly using the name Antonio (a variation of his middle name and still used by some of his friends). Mention if you call him this and if he had ever spoken about why he didn't use Kelly.
8. The accuser refused to release her psychiatric records from 2004-2005 saying that she simply suffered from 'burn out syndrome'. Under German law, she was not required to release them.
10. His sentence includes 8 years confinement in Ft Leavenworth prison, loss of all pay and allowances, reduction of rank from E-7 to E-1 and a dishonorable discharge. Revocation of his tab by was added by Special Forces command.
11. Kelly will forever have to register as a sex offender based solely on the accusations of one foreign national. (Who in my opinion) is laughing all the way to the bank as Germany has a violent crime victim compensation program.)

Lastly, I know that we all have a lot to say but try to do it in as few words as possible. Certainly do not remove anything important due to length but we need to get to the point. Know that there will be numerous other letters so you do not have to mention every detail. Again, stick with what you feel is most important about Kelly and about the trial.

For ease, please name the file (Clemency-Last-First i.e. Clemency-Klein-Heidi)

Print, sign, scan signed copy and email it back to me at [hlivingston76@hotmail.com](mailto:hlivingston76@hotmail.com) (w/pictures if applicable)

I am available to help with format or answer any questions by email or at +49-(0)151-241-76756 in Europe or 360-539-5913 in the States. I do live in Germany so please keep in mind the time difference. (PST +9, MST +8, CST +7, EST +6)

I sincerely thank every one of you for your support. This is the true testament of a friend.

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