**LETTER INFORMING VICTIM OF SENTENCING DATE**

Dear \_\_\_\_\_\_\_\_\_\_\_,

As you are aware, the defendant entered a plea of guilty on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

He/She is scheduled to be sentenced in this matter on \_\_\_\_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_\_\_\_\_\_ before Judge \_\_\_\_\_\_\_\_\_\_\_\_ of the \_\_\_\_\_\_\_\_\_\_\_\_ County Superior Court. You are welcome to come to the sentencing, should you desire. If you plan on attending sentencing, please call my office before coming to confirm that sentencing will be held as scheduled.

You may write the Judge a letter to let him know your feelings about the sentence. You may also testify at the sentencing hearing. Please feel free to call me or your victim-witness advocate, \_\_\_\_\_\_\_\_\_\_\_, at \_\_\_\_\_\_\_\_\_\_\_\_\_ to discuss the type of input you and your family would like to have at sentencing.

We would also like to take this opportunity to express our appreciation for the time, effort and cooperation you have expended during this prosecution. If you have any questions, please call me at \_\_\_\_\_\_\_\_\_\_\_.

Sincerely,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Deputy Prosecuting Attorney