



**Office of the Secretary of the Commonwealth
Non-Violent Restoration of Civil Rights Contact Form**

Legal Name: _____ Male _____ Female _____

Name When Convicted: _____

Social Security Number: _____ - - _____ Date of Birth: _____

Mailing Address: _____

Phone Number (if available): _____ Email (if available) _____

Please indicate the court in which you were convicted (circle all that apply):

Virginia Circuit Court Military Court** Out-of-State** Federal Court District if known _____

If you were convicted in Military/Out-of-State Court you must attach copies of the sentencing order or equivalent & proof of payment of all court ordered costs, fines and /or restitution associated with your felony convictions

I meet the following criteria and am eligible for non-violent automatic restoration of civil rights:

- _____ Have been convicted of a non-violent felony in a Virginia court, or in a U.S. District Court, military court or a court of another state or territory
- _____ Have completed serving the prison sentence and been released from probation or parole; and
- _____ Have paid all court costs, fines to the Commonwealth and restitution to the victims, satisfied all court-ordered conditions, and have no pending felony charges.

****SEE REVERSE SIDE****

Persons who have been convicted of any violent offense, any drug manufacturing or distribution offense, any crime involving children, or any election law offense must fill out an application. Call 1-855-575-9177 or go online to www.commonwealth.virginia.gov/ror to get the appropriate form.

The civil rights restored through this process include the rights to:

- Register to vote
- Hold public office
- Serve on a jury
- Serve as a notary public

The restoration of rights does not restore the right to possess a firearm. You must petition the appropriate circuit court pursuant to Va. Code §18.2-308.2. This is not a pardon nor does it expunge a criminal conviction, which can only be done by petitioning a circuit court pursuant to Va. Code §§19.2-392.1 and 19.2-392.2.

Non-violent offenders residing outside the Commonwealth of Virginia must include a certified copy of their Criminal Record from the state in which they reside.

The Secretary of the Commonwealth will request a copy of your criminal record. If you were convicted in a Virginia Circuit or Federal Court and have a copy of your sentencing order(s) and proof of payment of court ordered costs, fines and /or restitution associated with your felony conviction(s), please mail them in with this form. It will expedite the processing of your request. Otherwise, the Secretary of the Commonwealth will request this information from the appropriate Court.

If you have any questions about automatic non-violent felon restoration, please visit www.commonwealth.virginia.gov/ror or call 1-855-575-9177.

**Please complete the top portion of this form and return via mail to:
Office of the Secretary of the Commonwealth
Restoration of Rights Division
P.O. Box 2454
Richmond, VA 23218**