

Character Reference Statement

Date: _____

To: The Honorable Court
Case No.: _____

Subject: Character Reference for [Full Name of the Person]

To Whom It May Concern,

My name is [Your Full Name] and I am a resident of [Your Address]. I have known [Name of Accused/Person] for [Duration] in the capacity of [relationship: e.g., friend, colleague, neighbor].

Throughout my association with [Name], I have found them to be a person of integrity, honesty, and strong moral character. [Describe specific incidents/traits that highlight their character, such as responsibility, work ethic, community involvement, etc.]

I am aware of the charges brought against [Name], and while I do not wish to minimize the seriousness of the matter, I wish to convey my sincere belief that [Name] is a person of good character. I believe that this incident is not a reflection of [Name]'s usual behavior and that he/she/they deeply regret(s) the situation.

In my opinion, [Name] is capable of learning from this experience and making positive contributions to society. I respectfully request the court to take this reference into consideration when making its decision.

Please feel free to contact me at [Your Contact Information] should you require any further information.

Sincerely,

[Your Signature]
[Your Printed Name]
[Contact Number]
[Email Address]

Important Notes:

- Be honest and only write facts you can support if asked.
- Mention your relationship to the person and length of time known.
- Use respectful, clear, and formal language throughout.
- Include your contact details for verification purposes.
- Avoid commenting on matters you do not know firsthand or discussing the details of the case.