

State of Oklahoma
Victim Notification Request
(PLEASE PRINT OR TYPE ALL INFORMATION)

PLEASE SEE ATTACHED SHEET FOR INFORMATION REGARDING VINE NOTIFICATION

YOUR NAME: _____

YOUR ADDRESS: _____

EMAIL 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: _____

OFFENDER Information

After the defendant has been sentenced to a term of incarceration, please **provide as much offender 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 form for each one. Thank you.

NAME OF OFFENDER: _____

D.O.C.# _____ COUNTY: _____

BIRTH DATE: _____ SENTENCE: _____

SOCIAL SECURITY #: _____ CASE # _____

CRIME: _____

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 INFORMATION UNIT
Pardon & Parole Board
120 N. Robinson, Suite 900 W
Oklahoma City, OK 73102-7436

PLEASE READ AND RETAIN THE ATTACHED INFORMATION SHEET FOR YOU RECORDS

For more information, visit the Pardon & Parole Board web page at www.ppb.state.ok.us

If the person who has committed a crime against you has been ordered to serve and extended amount of time in the state prison system, then you should know about Victim Notification. Very simply, Victim Notification 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, there are certain steps you must take. 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 offender's involvement in the criminal justice system, please see below.

1. **OK VINE is Oklahoma's criminal tracking and victim notification system. OK VINE is a free, 24-hour, confidential, computer- assisted service that provides Victim Information and Notification EVERY day. OK VINE will automatically notify interested parties about changes in and offender's custody status. To register, call 1-877-654-8463 or go to www.vinelink.com. For more information regarding OK VINE, please see the attached information sheet.**

OK VINE does not provide notification of parole. For information on paroles, please contact (405) 602-5863 or go to www.ppb.state.ok.us.

2. **Notification of parole consideration by the State of Oklahoma Pardon & Parole Board - Request must be in writing using the attached form.**

Once this form is received at the address provided, it will then be distributed by the Victim Information Unit of the Pardon and Parole Board, to the Attorney General's Office (in capital cases only) and the Victim Witness Coordinator in the county where the defendant was sentenced. Each agency listed is a separate agency which performs different and distinct services to crime victims and survivors. All notifications are governed by state law an individual agency policy and procedure. Please feel free to contact each agency for specific questions on specific cases.

If at any time you wish to withdraw from the Notifications process, you must contact the Pardon & Parole Board in writing to remove your name from the parole notification system and you must call OK VINE at 1-877-654-8463 to remove your name from their notification system.

It is your responsibility to notify the Pardon and Parole Board, in writing, of any changes in address. You must keep your address, e-mail address and telephone numbers current in order to receive information. Send changes to:

**Victim Information Unit
Pardon & Parole Board
120 N. Robinson, Suite 900 W
Oklahoma City, OK 73102-7436**