

SAMPLE

NOTIFICATION LETTER TO DIGNITARIES/LAW ENFORCEMENT

[Date]

[Name]
[Address]
[City, State, Zip]

Dear [Name]:

The Court of Criminal Appeals of the State of Oklahoma has set the execution date for inmate [name and DOC #]. Inmate [name] was convicted in [county] for the crime of Murder in the First Degree.

Inmate [last name] is scheduled to die by lethal injection at the Oklahoma State Penitentiary on [date of execution] at [time of execution] in accordance with Oklahoma State Statute 22 Section 1015. You may attend this execution.

If attending, please notify my office by return mail or by contacting the deputy warden at 918-423-4700, extension 617. You will need to provide your name and the make, model and tag number of your vehicle. You should arrive at [location] at [time] on the day of the execution. Please ensure you have picture identification with you.

Sincerely,

[name]
Warden