**EXAMPLE ONLY – PLEASE CUSTOMIZE**

Date

Dear (Vic First Name and Last Name);

Thank you for speaking with me today. I know that this process can be difficult, and I appreciate your time. As I mentioned on the phone, I have attached a document that goes over some of our most frequently asked questions regarding the Deferred Sentencing Program and the No Contact Order. After reading this document, if you still have questions, please let me know. I would be happy to assist you.

***I work (list days/hours).***

Some things that I can assist you with include:

* Guidelines of the Deferred Sentencing Program
* Guidelines for child visitation
* Local counseling and support groups
* Referrals to other resources, including mental health resources and basic needs resources, such as shelter, food, and clothing.
* Information about Restraining Orders and Stalking Orders of Protection
* Information about your rights as a crime victim in Oregon

**\*If you are need of immediate crisis counseling, please call (xxxxx)**

***Contact***

Please make sure to keep our office updated with your current contact information so that we may reach you in the event that you are eligible for contact with the program participant, or if we have safety concerns.

If you would like contact with the person in the Deferred Sentencing Program, they will have to complete 12 classes and pass a polygraph before the Judge will consider electronic contact. Both parties must also want contact for that to happen.

**If you do not want contact with the offender, please let me know and we will keep the No Contact Order in place.**

**Counseling/Support Groups**

Below, you will find information on local individual counseling and support groups. Counseling and support groups are free of charge at these agencies. These services can be a great way of processing what happened and gaining a better understanding of domestic violence and its impact on survivors, their children, and the community.

• Domestic Violence Resource Center: 503-640-5352 (Individual counseling and support groups, counseling for children – specific to domestic violence)

• Abuse Recovery Ministries: 503-846-9284 (Christian faith-based support groups for survivors of domestic violence)

• Center for Counseling and Victims Services: 503-846-3020 (Individual counseling – not domestic violence specific)

**Restraining Orders**

If you are interested in a Restraining or Stalking Order or have questions about these orders, please contact XXXXXXXX. They have advocates that can walk you through the process of applying for one. If you would like to do it yourself, online, there is a link below for that as well.

Restraining and Stalking Orders: XXXXXXXX

\*To file a Restraining Order yourself:

<https://www.courts.oregon.gov/courtsxxxxxxxxxx>

**Legal**

If you are in need of legal services, the following agencies are free (OLS) or operate on a sliding fee scale:

Oregon Law Service - OLS (free family law) 503-648-7163

St. Andrew’s Legal Clinic (sliding scale) 503-648-1600

Lewis and Clark Legal Clinic (sliding scale) 503-768-6500

Oregon State Bar Referral 503-684-3763

Thank you again for speaking with me today. I am committed to finding you and your family the support and resources that you need. Please let me know if there is anything else I can do to assist you.

Sincerely,

**xxxxxxx**