

Date _____
Victim Name
Victim Address

RE: State of Texas vs. _____ (Fill in Defendant name)
Charged With: _____ (Fill in Offense)
Cause No.: _____ in the _____ District Court of _____ County, Texas

Dear _____:

An indictment has been returned in the above mentioned case in which you are listed as the victim. Several contributing factors beyond our control dictate how quickly a case will move through the system.

For restitution to be considered by the Court, please complete the enclosed affidavit of loss for your out-of-pocket expense and return it to this office as soon as possible. If available, attach copies of receipts, bills, canceled checks or any other written estimates of loss.

If the defendant is sentenced to community supervision and restitution is ordered as a condition of the defendant's community supervision (probation), the restitution will be paid through the Community Supervision Department @ (903) _____.

We will make every effort to see that justice is served in this case. Please contact our office if you have any further questions.

Sincerely,

(Name of your DA)
Criminal District Attorney

enclosure

No. _____

THE STATE OF TEXAS

X

IN THE ___ JUDICIAL

VS

X

DISTRICT COURT OF

X

___ COUNTY, TEXAS

Affidavit of Loss

Losses sustained by me in this case in _____ County, Texas are the following items:

Insurance Paid: _____

My total claim is _____.

Witness my signature this _____ day of _____, 2017

Signature

Address: _____

Date of Birth: _____

Drivers License No. _____

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Sworn and subscribed to before me this _____ day of _____ 2017

Notary Public