**[Your County Attorney Letterhead]**

Date

«ParentFirstName» «ParentLastName»

«ParentAddress»

«ParentCity», «ParentState» «ParentZip»

RE: **\_\_\_\_\_\_\_\_\_\_ County Juvenile Diversion Program: «ClientFirstName» «ClientLastName»**

Dear «ParentFirstName» «ParentLastName»,

This office has received a report that your son/daughter was recently cited or referred for an offense. This office has determined that the evidence is sufficient to justify prosecution for the violation(s). Should a formal complaint be filed in this matter, you and your son/daughter would be required to appear in Court and answer the charge. We would like to offer our juvenile diversion program to you and your child as an alternative to the filing of a petition in juvenile court.

The purpose of the diversion program is to provide youth a positive alternative to juvenile court. If your son/daughter voluntarily participates, this program would require that you and your son/daughter sign a diversion plan agreeing to take specific diversionary steps. The additional benefits of participating in the program if successfully completed are 1) not having the offense on the juvenile record, 2) no court fines and costs, and 3) no requirement to appear in court. The \_\_\_\_\_\_\_\_ County Juvenile Diversion Program would require that both youth and parent willingly cooperate with the \_\_\_\_\_\_\_\_ County Attorney, Diversion Administrator and any member of their staff.

If you and your son/daughter wish to participate in this program, you must contact **\_\_\_\_\_\_\_\_**,at **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** to make an appointment. If the Juvenile Diversion Program is not contacted within 10 days from the date of this letter, a juvenile petition will be filed with the \_\_\_\_\_\_ County Court.

Sincerely,

<< County Attorney>>