



SCOTT COUNTY COMMUNITY CORRECTIONS
GOVERNMENT CENTER GCW 2nd Fl • 200 FOURTH AVENUE WEST
SHAKOPEE, MN 55379-1220 • PHONE (952) 496-8260 • Fax (952-496-8469)

Molly Bruner
Community Corrections Director

Apology Letter Format

1. Identify the victim and explain how your actions impacted the victim.
2. Explain how the incident affected your family and the victim(s).
3. Every letter must have the signature of at least one of your parents.
4. If you are ever placed in the same situation, explain how you could prevent it from happening again?
5. What consequences have you experienced at home and from Court?
6. Please submit to Community Corrections by _____.

Please return your apology letter to Scott County Community Corrections, Government Center GCW 2nd Fl, 200 Fourth Avenue West, Shakopee, MN 55379-1220.