



ALLEN SUPERIOR COURT

FAMILY RELATIONS DIVISION
JUVENILE PROBATION DEPARTMENT
2929 N. Wells St.
Allen County Juvenile Center, Room 100
Fort Wayne, Indiana 46808
(260) 449-8072

JUDGE ANDREA TREVINO
MAGISTRATE DANIEL G. PAPPAS
MAGISTRATE CAROLYN FOLEY

Chief Juvenile Probation Officer
APRIL WINFIELD

Assistant Chief Probation Officer
KRISROPER RAREY

Requirements for Apology Letter

File #: _____

Due Date: _____

As part of your disposition, you have been ordered by the Court to write a minimum one page sincere and appropriate apology letter (unless stated otherwise by the magistrate) to the victim of your theft/damage to their property. **Please place only your file # on the letter** and your name on the envelope. Failure to complete this letter and return it to this department in the allotted time could result in further Court action. This letter will be forwarded on to the victim through the department and will not disclose your name and address.

The letter may be mailed to the following address:

Officer _____
Juvenile Probation Department
2929 N. Wells St.
Fort Wayne, IN 46808
(260)449-8072