



Center for Battered
Women's Legal Services
30 Wall Street, 8th Fl.
New York, NY 10005
Tel: 212.349.6009
Fax: 212.566.0344
sanctuaryforfamilies.org

DATE

Kristine Hydock
Guidance Unit
Albion Correctional Facility
3595 State School Rd,
Albion, NY 14411

As of 4/7/2022, this is the correct person to whom the letter should be addressed. However, please double-check this by emailing Doccs.sm.Albion.guidance@doccs.ny.gov or by calling Albion at (585) 589-5511 and asking for the Guidance Office.

Re: Legal Call Request

Dear Ms. Hydock:

I am writing to request a legal call with inmate **NAME (DIN# X)**. This call is to discuss the status of her case with her legal team. Available days for a call are as follows:

DATE at TIME

DATE at TIME

DATE at TIME

If you have any questions or require additional details, please feel free to contact me at the number or email below.

Regards,

Hon. Judy Harris Kluger
Executive Director

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**in memoriam*