

***DRAFT***  
**LETTER OF COMPLETION**

**Date:** \_\_\_\_\_

**To:** \_\_\_\_\_

† Victim and/or Current Partner  
† Criminal Justice System  
† Other Service Provider  
( \_\_\_\_\_ )

† Victim Advocate  
† Law Enforcement  
† Client

Dear \_\_\_\_\_,

This letter is to inform you that \_\_\_\_\_ has successfully completed (BIP)'s batterer intervention program. It is important to note that while the client has complied with (BIP)'s Program contract, group rules, and other requirements, this is only the first step in the process of change. Program completion is not predictive of future nonviolence or non-abusive behaviors. The best indicator of whether an individual is behaving in a non-violent manner is to ask those who live with him.

The following recommendations and/or referrals are being made for continuing treatment, counseling, or other services:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Concerns regarding the behavior of this client:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If you have any questions regarding this client, please call me at (xxx-xxx-xxxx)

**(BIP) Staff:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Name of (BIP):** \_\_\_\_\_