

PROCEDURE FOR EXPUNGING A RECORD

“Expunging a record” means to destroys, delete, and erase a record, as appropriate for the record’s physical or electronic form or characteristic. Expunging a record means that the record is physically destroyed and permanently irretrievable.

APPLICATION TO EXPUNGE A RECORD

The juvenile court will only consider expunging a record if the record is sealed.

The applicant must file:

An Application to Expunge a Record

A “Sealing and Record Information Sheet”

A Fifty (\$50.00) Dollar filing fee must be paid for each Application to Expunge a Record filed with the court.

Applying to expunge a record does not automatically mean that it will be expunged. The juvenile court must find that the applicant has been rehabilitated to a satisfactory degree. The court will consider the applicant’s age, education and employment history, the nature of the offense, the cessation or continuation of delinquent, unruly, or criminal behavior, and any other circumstances that may relate to the applicant’s rehabilitation. It is critical this information be included on the application to expunge and any supporting documents be attached to the application.

The prosecutor will be notified of the applicant’s request to expunge his or her record and may object to the request. The court may schedule a hearing on the application to expunge a record. The applicant should bring any witnesses or evidence to the hearing that may assist the court in making its determination.