

## JUVENILE COURT TRAFFIC VIOLATIONS BUREAU

9300 Quincy Ave  
Cleveland, Ohio 44106  
(216) 698-2694

Hours of Operation: 8:30 AM – 4:30 PM Monday thru Friday

The Cuyahoga County Juvenile Court has exclusive jurisdiction to hear all cases of juveniles issued traffic citations in any city of municipality in Cuyahoga County. If you are under the age of eighteen years and you received a traffic ticket alleging that you violated a traffic law or the tobacco law pursuant to R.C. 2151.87, you may be eligible to waive your court appearance, provided you meet the waiver criteria.

### WAIVER CRITERIA

- 1) There is no minimum age for waiving non-moving violations.
- 2) If cited with a moving violation or a violation of the Ohio Tobacco Law, you must be 16 years of age at the issuance of the citation.
  - This must be your first moving violation. A subsequent offense cannot be processed by the Juvenile Traffic Violations Bureau. If more than one moving traffic violation is charged arising from a single incident or series of incidents, none of those violations may be processed through the Juvenile Traffic Violations Bureau.
- 3) You must have committed one of the offenses listed below.
- 4) You must provide to the Traffic Waiver Bureau **ALL** of the following items on or before your **FIRST** scheduled court date:
  - The Waiver of Appearance and Admission Form, signed by you and your parent, guardian or legal custodian (available on website).
  - Completed Fact Sheet (available on website).
  - If charged with a moving violation, proof of insurance at the time the citation was issued stating you are a licensed, covered driver. (You will need to provide a copy of the declaration page listing the alleged offender as a covered driver).
  - A copy of your Driver's License or permit.
  - A copy of the front of the traffic citation showing the violation alleged.
  - Pay the fine and court costs using a check or money order made out to Cuyahoga County Juvenile Court, if appearing in person cash is accepted. Credit card payments are accepted in the Cashier's Office via phone or in person.
- 5) Proof of youth's financial responsibility as a driver on the date of citation.
  - A copy of the parent's Insurance Policy's Declaration Page, setting forth the youth's full name and the date on which the policy commenced for the youth. If the youth possesses a temporary instruction permit, the parent's insurance policy setting forth the parent's full name will be sufficient. The policy must have been in effect on the date the citation was issued. (To demonstrate financial responsibility, the youth must be an insured driver on the date the citation was issued. If the insurance was obtained after the citation was issued, the youth was not financially responsible.) Court does not accept letters from insurance agents in lieu of a Declaration Page.

## **OFFENSES THAT CAN BE WAIVED**

The offense is a violation involving the assessment of no more than two points by the Bureau of Motor Vehicles, including but not limited to:

- Curfew (Driving during Restricted Hours)
- Disobeying a Traffic Light
- Driving Left of Center
- Failure To Stop (Stop Sign)
- Failure To Yield
- Following To Close
- Improper Lane Change/Change Of Course/Failure To Signal
- Improper Passing
- Prohibited Turn
- Speeding (1 - 20 miles over the posted speed limit)
- Turn Signals
- Weaving/Failure to Control

The offense is a non-moving violation including but not limited to:

- Bumper Height Violation
- Expired Plates or Tags
- Failure To Wear a Seatbelt
- Failure to Display Plates or Tags
- Fictitious Plates
- Jay Walking
- Loud Music Violation
- Muffler Violation
- No Headlights or Taillights
- Riding a bicycle on Sidewalk
- Skateboarding or Rollerblading on Sidewalk or Street
- Unsafe Vehicle
- Vehicle Lighting Violation
- Window Tint Violation
- Other Equipment Violation

## OFFENSES THAT CANNOT BE WAIVED

- A Citation/Ticket with more than ONE Moving Violation
- Any Violation involving an Accident/Accident cited as Failure of Full-Time Attention
- Assured Clear Distance (Following To Close)
- Cell Phone/Electronic Device Use (Full-Time Attention)
- Operating a Motorized Vehicle without a Valid License
- Operating a Motorized Vehicle without Proper Safety Equipment
- Passing a School Bus
- Second Moving Violation
- Speeding 21 Miles Per Hour or More over the Post Speed Limit
- Speeding in a School Zone
- Temporary Permit Violation

## FINES AND COURT COSTS

**Court Costs Vary for Ticket/Citations issued by the Sheriff's Office and Highway Patrol, on Highways and Turnpike. PLEASE CALL TO VERIFY COURT COSTS.**

**If incorrect amount is received, waiver shall not be processed.**

**☆ PLEASE CONTACT THE COURT PRIOR TO SUBMITTING THE WAIVER TO CONFIRM THE TOTAL COURT COSTS DUE ☆**

**Fines will be assessed according to the following schedule:**

Violations involving the Assessment of no more than Two Points	\$ 20.00
Speeding up to Ten Miles Over the Speed Limit	\$ 20.00
Speeding Eleven to Twenty Miles Over the Speed Limit	\$ 30.00
Driver not Wearing a Seat Belt	\$ 30.00
Passenger no Wearing a Seat Belt	\$ 20.00
Other Non-Moving Violations	\$ 20.00

**Court Costs vary for Ticket/Citations issued by the Sheriff's Office and Highway Patrol, on Highways and Turnpike. PLEASE CALL TO VERIFY COURT COSTS at 216-698-2694.**

**Court costs are as follows for Local City Citations:**

Tobacco Offense (no FINE for this offense)	\$109.00
Offenses Classified as Moving Violations	\$138.00
Offenses Classified as Non-Moving Violations	\$119.00
Convenience Fee	\$10.00

**The above amounts may be increased if a Notice of Hearing has been sent. Call 216-698-2694 to verify correct amount.**

**WRITTEN NOTIFICATION OF SEALING AND EXPUNGEMENT RIGHTS FOLLOWING ADJUDICATION  
OF UNRULY, DELINQUENCY OR TRAFFIC OFFENSE (RC 2151.356(D)(2))**

Pursuant to RC 2151.356, you may be eligible to apply to have your case(s) sealed and expunged.

**I. Definitions:**

"Seal a record" means to remove a record from the main file of similar records and to secure it in a separate file that contains only sealed records accessible only to the juvenile court.

"Expunge" means to destroy, delete, and erase a record, as appropriate for the record's physical or electronic form or characteristic, so that the record is permanently irretrievable.

**II. Sealing Procedure:**

The juvenile court shall consider the sealing of records pertaining to a juvenile upon the court's own motion or upon the application of a person if the person has been adjudicated a delinquent child for committing an act other than a violation of section 2903.01, 2903.02 or 2907.02, of the Revised Code, an unruly child, or a juvenile traffic offender and if, at the time of the motion or application, the person is not under the jurisdiction of the court in relation to a complaint alleging the person to be a delinquent child. The motion or application may be made:

1. If the person is under eighteen (18) years of age, at any time after six months after the later of the following:

- (a) The termination of any order made by the court in relation to the adjudication;
- (b) The unconditional discharge of the person from the department of youth services with respect to a dispositional order made in relation to the adjudication or from an institution or facility to which the person was committed pursuant to a dispositional order made in relation to the adjudication.

2. If the person has obtained the age of eighteen (18), any time after the attainment of the age of eighteen (18) or the occurrence of one of the events in (a) or (b) above.

(2) In making the determination whether to seal records pursuant to division (C)(1) of this section, all of the following apply:

- (a) The court may require a person filing an application under division (C)(1) of this section to submit any relevant documentation to support the application.
- (b) The court may cause an investigation to be made to determine if the person who is the subject of the proceedings has been rehabilitated to a satisfactory degree.
- (c) The court shall promptly notify the prosecuting attorney of any proceedings to seal records initiated pursuant to division (C)(1) of this section.

(d)(i) The prosecuting attorney may file a response with the court within thirty days of receiving notice of the sealing proceedings.

(ii) If the prosecuting attorney does not file a response with the court or if the prosecuting attorney files a response but indicates that the prosecuting attorney does not object to the sealing of the records, the court may order the records of the person that are under consideration to be sealed without conducting a hearing on the motion or application. If the court decides in its discretion to conduct a hearing on the motion or application, the court shall conduct the hearing within thirty days after making that decision and shall give notice, by regular mail, of the date, time, and location of the hearing to the prosecuting attorney and to the person who is the subject of the records under consideration.

(iii) If the prosecuting attorney files a response with the court that indicates that the prosecuting attorney objects to the sealing of the records, the court shall conduct a hearing on the motion or application within thirty days after the court receives the response. The court shall give notice, by regular mail, of the date, time, and location of the hearing to the prosecuting attorney and to the person who is the subject of the records under consideration.

(e) After conducting a hearing in accordance with division (C)(2)(d) of this section or after due consideration when a hearing is not conducted, except as provided in division (B)(1)(c) of this section, the court may order the records of the person that are the subject of the motion or application to be sealed if it finds that the person has been rehabilitated to a satisfactory degree. In determining whether the person has been rehabilitated to a satisfactory degree, the court may consider all of the following:

(i) The age of the person;

(ii) The nature of the case;

(iii) The cessation or continuation of delinquent, unruly, or criminal behavior;

(iv) The education and employment history of the person;

(v) Any other circumstances that may relate to the rehabilitation of the person who is the subject of the records under consideration.

The juvenile court shall promptly order the immediate sealing of records pertaining to a juvenile in any of the following circumstances:

(e) Notwithstanding division (C) of this section and subject to section 2151.358 of the Revised Code, if a person has been adjudicated an unruly child, that person has attained eighteen years of age, and the person is not under the jurisdiction of the court in relation to a complaint alleging the person to be a delinquent child.

### III. Expungement Procedure:

(A) The juvenile court shall expunge all records sealed under section 2151.356 of the Revised Code five years after the court issues a sealing order or upon the twenty-third birthday of the person who is the subject of the sealing order, whichever date is earlier.

(B) Notwithstanding division (A) of this section, upon application by the person who has had a record sealed under section 2151.356 of the Revised Code, the juvenile court may expunge a record sealed under section 2151.356 of the Revised Code. In making the determination whether to expunge records, all of the following apply:

(1) The court may require a person filing an application for expungement to submit any relevant documentation to support the application.

(2) The court may cause an investigation to be made to determine if the person who is the subject of the proceedings has been rehabilitated to a satisfactory degree.