



**IN THE COURT OF COMMON PLEAS
JUVENILE DIVISION
LUCAS COUNTY, OHIO**

**APPLICATION TO SEAL¹ RECORD
(O.R.C. §2151.356)**

Please Print

Name		DOB	Current Age	
Address		City	State	Zip
E-mail		Type of Case (choose one): Drop down box (Delinquency, Traffic, Civil Protection Order)		
Phone Number	SSN - -	Driver's License #		
Date of Arrest _____				
Date of Finding of Delinquency _____				

- The applicant also submits the attached Sealing Records Information Sheet to support his or her application to seal a record.
- The applicant represents that they have not been adjudicated delinquent for committing an act that is a violation of ORC Sections §2903.01 (Aggravated Murder), §2903.02 (Murder) or §2907.02 (Rape) of the Revised Code.

Were you on probation or parole as a result of these cases? Yes No

If yes, name of probation or parole officer: _____

Have you been adjudicated or convicted of any juvenile and/or adult criminal or traffic offenses since your last contact with the court? Yes No

If yes, please complete the following:

Date	Offense	Court

Case number(s) requested to be sealed: (The Juvenile Court clerk will help you if you do not know the case numbers)

The undersigned applicant prays for a finding that he or she has been rehabilitated to a satisfactory degree; that the applicant's record in the above matter is sealed; that index references pertaining to the above-referenced matter are deleted and that henceforth it be deemed that the proceedings in the aforesaid cause never occurred.

¹ Pursuant to ORC §2151.355

(A) "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.

(B) "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.

The applicant further states that they are **under 18 years of age**, not currently under the jurisdiction of the Court in relation to a delinquency complaint, have paid their fines in full, and that at least six (6) months have passed since 1) the termination of any order made by the Court in relation to the adjudication; 2) any unconditional discharge from the Department of Youth Services or any institution or facility if the applicant was committed to such in relation to the case; 3) the Court's order determining that the applicant is no longer a juvenile sex offender registrant.

OR

The applicant further states that they are **18 years of age or older**, not currently under the jurisdiction of the Court in relation to a delinquency complaint, have paid their fines in full, and that there has been 1) the termination of any order made by the Court in relation to the adjudication; 2) any unconditional discharge from the Department of Youth Services or any institution or facility if the applicant was committed to such in relation to the case; or 3) the Court's order determining that the applicant is no longer a juvenile sex offender registrant.

The applicant also authorizes the release of any school and/or police reports that may aid the court in making a finding in this matter.

Applicant's Signature _____ **Date** _____

Parent/Guardian's Signature _____ **Date** _____

Attorney's Signature _____ **Date** _____

IT WILL TAKE AT LEAST 30 DAYS AFTER YOU FILE YOUR APPLICATION BEFORE YOU WILL RECEIVE A RESPONSE FROM THE COURT.

For any questions you may have regarding your application, contact the Juvenile Court Clerk's Office at (419) 213-6744

SEALING AND RECORDS INFORMATION SHEET

Applicant's Name: _____ D.O.B. _____ Age _____

Address: _____

Currently employed at: _____

How long have you been employed at this employer: _____

If not employed, last employment and current means of income:

Military Service: _____ Entry Date: _____

Discharged Date: _____ Type of discharge: _____

Last grade level of education completed: _____

Degree or Certification completed _____

Are you currently under investigation, on probation or parole, or incarcerated? Yes No

If yes, explain:

Other information you want to share with the court to show that you have been rehabilitated to a satisfactory degree: