

**APPLICATION INFORMATION**  
**FOR SEALING AND EXPUNGEMENT OF RECORDS**

Because you were charged with an offense as a juvenile, Ohio law allows you to have your juvenile record sealed or expunged. The following is an explanation of the process that you must follow to seal or expunge your record.

1. If your offense was aggravated murder, murder or rape, your records cannot be sealed.
2. For other delinquency, unruly and juvenile traffic offenses, you may apply for an order to seal your record if:
  - a. You are under eighteen (18) years of age and six (6) months have passed after any order made by the Court has ended. This includes orders such as fines, court costs, restitution, probation, community service, stay-away orders etc. If you have been placed in a juvenile institution or other facility, you may not apply until six (6) months after you have received an unconditional discharge from such institution or facility. OR
  - b. You are eighteen years of age or older, and any order made by the Court has ended. This includes orders such as fines, court costs, restitution, probation, community service, stay-away orders etc. If you have been placed in a juvenile institution or other facility, you may not apply until after you have received an unconditional discharge from such institution or facility.
3. Applying to seal your record doesn't automatically mean that it will be sealed. The Juvenile Court must find that you have been rehabilitated to a satisfactory degree. The Court will consider your age, the nature of the case, the cessation or continuation of delinquent, unruly, or criminal behavior, your education and employment history and any other circumstances that may relate to your rehabilitation. The Court will notify the prosecutor of your application, and may schedule a hearing. You should bring any witnesses or evidence to the hearing that may assist the Court in making its determination.
4. "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.
5. After your record has been sealed, your record will automatically be expunged after a period of 5 years or when you reach age 23, whichever occurs sooner. You may apply to the Juvenile Court to have your sealed record expunged sooner. If you are already 23 years old, when your record is approved to be sealed it will also automatically be expunged.
6. How is "expunging a record" different than "sealing a record"? Though a sealed record is separated and not accessible in most circumstances, it physically exists. To "expunge a record" means to destroy, delete, and erase a record, as appropriate for the record's physical or electronic form or characteristic. This means that the record is physically destroyed and permanently irretrievable.
7. If your record is sealed or expunged by the Juvenile Court and someone asks you if you have a record, you may properly reply that no record exists. If asked, the Court will also reply that no record exists.
8. You may wish to read Sections 2151.356, 2151.357 and 2151.358 of the Ohio Revised Code for more details. The Ohio Revised Code is available at most libraries and on the Internet.