

INSTRUCTIONS FOR EXPUNGEMENT 790 (Read Carefully)

Expungement is the removal of an offense from your criminal record. While information about the expunged offense will no longer appear on background checks, law enforcement and the Courts may still access this information to determine your eligibility for alternative punishment programs and grade future offenses.

To request expungement of a criminal offense, please complete the attached petition for expungement, the top section of the attached order, and obtain a recent certified copy of your complete criminal record from Pennsylvania State Police (www.psp.state.pa.us)
(YOUR PETITION MAY BE REJECTED IF NOT FILLED IN COMPLETELY)

A COPY MUST BE SERVED ON THE DISTRICT ATTORNEY AND INDICATED ON THE CERTIFICATE OF SERVICE. FAILURE TO DO SO MAY DELAY THE PROCESSING OF YOUR PETITION FOR EXPUNGEMENT

Include a filing fee of \$132.00 (NO PERSONAL CHECKS OR BUSINESS CHECKS)

**For further assistance with completing your petition and the top of the order go to:
(<http://ujportal.pacourts.us>) or Contact an Attorney**

Commonwealth of Pennsylvania

v.

IN THE COURT OF COMMON PLEAS OF _____ COUNTY,
PENNSYLVANIA

CRIMINAL DIVISION

DOCKET NO: _____

ORDER

AND NOW, this ____ day of _____, 2____, after consideration of the _____ presented by _____, it is ORDERED that the Petition/Motion is _____.

- The criminal charges in the above-captioned case specified below are dismissed.
- The defendant's arrest record regarding these charges shall be expunged. Further, it is ORDERED that the arresting agency shall destroy all criminal records, fingerprints, photographic plates and photographs pertaining to the charge(s) specified below, which resulted from the arrest(s) of _____.
- In addition, all criminal justice agencies upon which this order is served shall expunge and destroy the official and unofficial arrest and other criminal records, files and other documents pertaining to the captioned proceedings.

The information required under Pa.R.Crim.P. 790 appears on the attached page(s) which is hereby incorporated into this ORDER by reference.

BY THE COURT:

In the Court of Common Pleas
 County of _____
 _____ Judicial District



Commonwealth of Pennsylvania
 v

Docket No: CP- - - -20

Petition for Expungement Pursuant to Pa.R.Crim.P. 790

AND NOW, the petitioner avers the following and requests that this petition for expungement pursuant to Pa.R.Crim.P. 790 be granted for the reasons set forth below.

PETITIONER INFORMATION						
Full Name:		DOB:		Social Security Number:		
Address:		Alias(es):				
CASE INFORMATION						
List name, address of the Judge of the Court of Common Pleas or Philadelphia Municipal Court who accepted the guilty plea or heard the case:						
Judge:			Address:			
Philadelphia Municipal Court or Court of Common Pleas Docket Number:			Offense Tracking Number (OTN):			
Name of Arresting Agency:			Date of Arrest:		Date on Complaint:	
List name and mailing address of the affiant as shown on the complaint, if available:						
Name of Affiant:			Address:			
List specific charges, as they appear on the charging document, to be expunged and the disposition of each charge (please attach additional sheet(s) of paper if necessary):						
PA Statute (Title)	Section	Subsection	Statute Description	Counts	Grade	Disposition
If the sentence imposed included a fine, costs or restitution, has the amount due been paid? <input type="checkbox"/> Yes <input type="checkbox"/> No						
List the reason(s) for the expungement (please attach additional sheet(s) of paper if necessary):						
<input type="checkbox"/> I have attached a copy of my Pennsylvania State Police Criminal History which I have obtained within 60 days before filing this petition.						
<input type="checkbox"/> I have not attached a copy of my Pennsylvania State Police Criminal History. State reason(s) below:						

When this petition is filed with the Clerk of Courts, the petitioner shall serve a copy upon the attorney for the Commonwealth.

I, the undersigned petitioner, avers that the facts set forth in this petition are true and correct to the best of my personal knowledge or information and belief, and are made subject to the penalties of unsworn falsification to authorities under 18 Pa.C.S § 4904.

 Signature of Petitioner

 Date

Pursuant to Pa.R.Crim.P. 790, the following information is provided:

1. Petitioner Name:
2. Alias(es):
3. Petitioner's Address:
4. Petitioner's Date of Birth: / /
5. Petitioner's Social Security Number: - -
6. Name and address of the judge of the Court of Common Pleas or Philadelphia Municipal Court who accepted the guilty plea or heard the case:

7. Name and mailing address of the affiant as shown on the complaint, if available:

8. Docket Number:
9. Offense Tracking Number (OTN):
10. The date on the complaint, or the date of arrest, and if available, the criminal justice agency that made the arrest:

11. The specific charges, as they appear on the charging document, to be expunged and applicable dispositions (attach additional sheets if needed):

12. If the sentence includes a fine, costs, or restitution, whether the amount due has been paid:

13. The reason for expungement:

14. The criminal justice agencies upon which certified copies of the order shall be served:

**IN THE COURT OF COMMON PLEAS OF MIFFLIN COUNTY, PENNSYLVANIA
CRIMINAL ACTION LAW**

COMMONWEALTH OF PENNSYLVANIA

V

DOCKET NO. _____

CERTIFICATE OF SERVICE

I HEREBY CERTIFY THAT A TRUE AND CORRECT COPY OF THE FOREGOING EXPUNGEMENT PETITION WAS SERVED ON MIFFLIN COUNTY DISTRICT ATTORNEY, IN THE ABOVE ENTITLED MATTER PLACING SAME, ADDRESSED TO THE PARTY IN THE CARE OF THE UNITED STATES POSTAL SERVICE:

Mifflin County District Attorney Office
20 North Wayne Street
Lewistown Pa 17044

Date

Defendant