

Akron Municipal Court Expungement Conviction Packet

This packet contains the following:

- Expungement Process for Akron Municipal Court
- Application for Expungement of Conviction
- Supplemental Expungement Information Form
- Affidavit for Expungement Conviction (must be notarized if mailing application materials)
- Order for Expungement of Conviction
- Ohio Attorney General Form

***It is your responsibility to review all documents in this packet and review the guidelines to determine if you can get your prior convictions or dismissals sealed.**

Expungement Process for Akron Municipal Court

1. Obtain the Akron Municipal Expungement Packet from the Clerk of Courts.
2. **Carefully read and review** the Expungement Municipal Cases Information Sheet to determine if your past cases qualify for Expungement.
 - You **CANNOT** have any criminal or traffic proceedings pending against you in **ANY COURT**.
 - Convictions arising from the same incident count as one.
 - Akron Municipal Court can only Expunge cases that were handled in the Akron Municipal Court (**MISDEMEANORS ONLY**).
3. **Complete** the Application for Expungement of Conviction.
4. **Complete** the Supplemental Expungement Information Form.
5. **Complete** the Affidavit for Expungement of Conviction.
6. **Complete** the Order for Expungement of Conviction.
7. **Complete** the Ohio Attorney General Form.
8. **Sign the bottom of this form** acknowledging that you have read and understand the process outlined herein.
9. **Submit payment** along with the Application, Supplemental Form, Affidavit, Order, Attorney General Form, and Expungement Process to the Akron Municipal Clerk of Courts.
10. The fees to process your Expungement application are as follows:
 - The application fee is \$50.00.
 - An applicant can request to Expunge multiple cases on one application.
 - FEES are **NOT** refundable so please make sure you review the qualifications before you apply for sealing.
11. The entire process will take between 45 and 90 days. You will receive notice of your hearing date at the address provided in this packet.

Applicant Signature

Date

*If you have additional questions about whether you are eligible for Expungement, please consult with an attorney or refer to the University of Akron Reentry Clinic at <https://www.uakron.edu/law/curriculum/clinical-programs/reentry.dot>

Akron Municipal Court

172 S. Broadway Street

Akron, Ohio 44308

330-375-2570, option 7

Application for Expungement of Conviction

Attorney _____	Phone _____
Applicant _____	DOB _____ / _____ / _____
Address _____	CITY/STATE _____ ZIP _____
Phone _____	SSN _____ - _____ - _____
CASE# _____	ARREST DATE _____ / _____ / _____
CASE# _____	ARREST DATE _____ / _____ / _____
CASE# _____	ARREST DATE _____ / _____ / _____
CASE# _____	ARREST DATE _____ / _____ / _____
CHARGE(S) _____	CODE(S) _____
_____	_____
_____	_____
_____	_____

The applicant, _____, comes before this Court and requests to Expunge the convictions/dismissal for case number(s) _____

THE APPLICANT REPRESENTS THE FOLLOWING:

1. Applicant is eligible to have the cases Expunged.
2. The appropriate amount of time has expired pursuant to R.C. 2953.
3. Applicant has no criminal or traffic proceedings pending against them in any Court.

It is understood that if this Application is granted, the order will be as follows:

1. The Official Record of the Akron Municipal Court will be Expunged.
2. The Clerk will notify any other public office or agency that may have record of this case by certified mail.
3. The Expungement will be subject-to-relief as provided from R.C. 2953.

The applicant will furnish the clerk with a written list of public offices and agencies which they know have a record of the proceedings in this case.

HEARING ON THIS APPLICATION HAS BEEN SET FOR _____ / _____ / _____ AT _____

BEFORE JUDGE _____ IN ROOM _____

Signature _____

Date _____

*A COPY OF THE APPLICATION WILL BE SENT TO THE CITY OF AKRON PROSECUTOR'S
OFFICE AND THE CORRESPONDING JUDGE'S OFFICE*

Akron Municipal Court

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Supplemental Expungement Information Form

Name: _____ Age: _____

Maiden Name/Other Aliases: _____

Place of Birth: _____

Race: _____ HT: _____ WT: _____ Hair: _____ Eyes: _____

Family History

Husband(s) or Wife(s): _____

Children: _____

Employment History

Employer	Dates Worked
_____	_____
_____	_____
_____	_____

Education

Last School Attended	Dates Attended
_____	_____

Military History

Branch of Service	Dates Served
_____	_____

Have you ever lived in another city, county, or state other than Summit County, Ohio? If so, please list below:

Akron Municipal Court

172 S. Broadway Street

Akron, Ohio 44308

330-375-2570, option 7

Affidavit for Expungement of Conviction

Case No.(s) _____

I, _____, swear and/or affirm that the statements made on my Application for Expungement Conviction, and to the Probation Department, during the investigation of this request, are true and complete.

Further, I swear and/or affirm that I do not have a criminal or traffic case pending at this time in any Court in this state or elsewhere, nor have I been convicted of any criminal or traffic case since the final discharge of this case, except _____.

I understand that an incomplete or false statement may cause the dismissal of my Expungement of record proceeding, or, if Expunged, the setting aside of that order.

Signature of Applicant

Sworn to before me this ____ day of _____, 20__

Judge/Notary/Deputy Clerk

Akron Municipal Court

172 S. Broadway Street

Akron, Ohio 44308

330-375-2570, option 7

Order for Expungement of Conviction

Attorney _____	Phone _____
Applicant _____	DOB _____ / _____ / _____
Address _____	CITY/STATE _____ ZIP _____
Phone _____	SSN _____ - _____ - _____
CASE# _____	ARREST DATE _____ / _____ / _____
CASE# _____	ARREST DATE _____ / _____ / _____
CASE# _____	ARREST DATE _____ / _____ / _____
CASE# _____	ARREST DATE _____ / _____ / _____
CHARGE(S) _____	CODE(S) _____
_____	_____
_____	_____
_____	_____

On the _____ day of _____, 20__, a hearing was held on the Application for Expungement Conviction in the above captioned case(s) as provided from R.C. 2953.

This Court finds as follows:

1. The Applicant is eligible to have the conviction Expunged.
2. The appropriate amount of time has expired since the applicant's final discharge of the above misdemeanors: six (6) months for MM and one (1) year for M4-M1.
3. No criminal or traffic proceeding are now pending against the applicant.
4. The applicant has been rehabilitated
5. The Prosecutor has not filed an objection to this application
6. The Government's need to maintain this record does not outweigh the applicant's interests.

IT IS ORDERED EXPUNGED all official records pertaining to this case pursuant to R.C. 2953 and, except as provided in R.C. 2953. all index references to this case deleted. This Order Expunges the official record of this case, except in subsequent proceeding where otherwise admissible, conviction of a subsequent offense, inspection allowed under R.C. 2953 and other relief provided from R.C. 2953.

IT IS FURTHER ORDERED that the Clerk of Court shall seal all official records of the Akron Municipal Court and notify by certified copy all other public offices and agencies, including law enforcements departments who have record of this conviction.

Judge/Akron Municipal Court

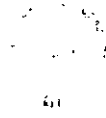
Date

APPROVED:

_____ Akron City Prosecutor

_____ Attorney for Applicant

_____ Applicant



TO ALL POLICE DEPARTMENTS, SHERIFF'S OFFICES & CLERKS OF COURTS
RE: SEALING AND/OR EXPUNGEMENTS

When submitting court orders for Sealing or Expungement of an arrest, BCI requests this form be completed and attached to the court order to assure accuracy of our records.

Defendant's Names:

Date of Birth: Social Security Number:

Arresting Agency: Arrest No.:

Arrest Charge: Date of Arrest:

Felony: Misdemeanor: ITN:

DNA Collected: Yes or No

Ohio BCI No.: FBI No.:

Common Pleas/Juvenile Court Case No.:

Municipal Court Case No.:

Conviction: Dismissal: Juvenile:

Conviction Charge:

Final Disposition of Conviction/Adjudication:

Please Check proper ORC used:

	<u>ORC</u>	<u>Reason</u>
<input type="checkbox"/>	2953.32(B)(1)(a)	Sealing of record of conviction.
<input type="checkbox"/>	2953.32(B)(1)(b)	Expungement of record of conviction.
<input type="checkbox"/>	2953.32(B)(2)(a)	Sealing of record of bail forfeiture.
<input type="checkbox"/>	2953.32(B)(2)(b)	Expungement of record of bail forfeiture.
<input type="checkbox"/>	2953.33	Sealing of official records after not guilty finding, dismissal of proceedings, grand jury no bill, or pardon.
<input type="checkbox"/>	2953.35	Expungement of certain convictions relating to firearms.
<input type="checkbox"/>	2953.36	Expungement of certain convictions for victims of human trafficking.
<input type="checkbox"/>	2953.39	Low-level controlled substance offense conviction record sealing or expungement, on prosecutor's motion.
<input type="checkbox"/>	2953.521	Expungement of record of not guilty finding or dismissed charges when defendant victim of human trafficking.
<input type="checkbox"/>	2151.356	Sealing of juvenile court records.
<input type="checkbox"/>	2151.358	Expungement of sealed records (juvenile).

Send by email to the Attention of: Identification Section to:

Expungement.Submissions@OhioAGO.gov
 PO Box 365 | London, Ohio | 43140
expungement.submissions@OhioAGO.gov