

PLEASE READ BEFORE FILING AN APPLICATION TO SEAL/EXPUNGE RECORD WITH THIS COURT

Once you file your application, a **MANDATORY** hearing will be scheduled and a background check will be conducted by the Prosecutor.

Please be advised of the following **BEFORE** you file your request:

- If you are requesting to seal or expunge records in multiple cases, such request is being made in one application and upon the payment of fifty dollars (\$50.00), regardless of the number of records, pursuant to R.C. 2953.33. **FILING FEE IS NON-REFUNDABLE**
- Even if the sealing or expungement is granted, please be aware some agencies or professions may still have access to the information. Please see R.C. 2953.34 for more detailed information. If you believe this may be an issue, it is strongly suggested that you contact the state board which deals with your profession.
- The mandatory waiting period does not begin until any and all probation time has been completed and/or terminated.
- A motion for sealing may be filed immediately only on cases which have been Dismissed or have a finding of Not Guilty.

**PLEASE BE ADVISED THAT THE COURT STAFF CANNOT PROVIDE LEGAL
ADVICE REGARDING YOUR SPECIFIC CHARGE AND THE PROBABILITY OF
YOUR MOTION BEING APPROVED. PLEASE CONSULT AN ATTORNEY
WITH ANY QUESTIONS YOU MAY HAVE.**

CRIMINAL RECORD SEALING/EXPUNGEMENT APPLICATION

(Ohio Revised Code Chapter 2953)

BELLEVUE MUNICIPAL COURT

165 Bellevue Way
BELLEVUE, OHIO 44811

Judge David J. Claus

Full Name:	Alias/Maiden Name:	
Address:	Phone Number:	
City:	State:	Zip Code:
Date of Birth:	SSN:	
Email Address:		

Case Number(s)	Application for	Charge(s)
	☐ SEAL Conviction/Bail Forfeiture	
	☐ EXPUNGE Conviction/Bail Forfeiture	
	☐ SEAL Not Guilty/Dismissal	
	☐ EXPUNGE Not Guilty/Dismissal	
	☐ SEAL Conviction/Bail Forfeiture	
	☐ EXPUNGE Conviction/Bail Forfeiture	
	☐ SEAL Not Guilty/Dismissal	
	☐ EXPUNGE Not Guilty/Dismissal	
	☐ SEAL Conviction/Bail Forfeiture	
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	☐ EXPUNGE Conviction/Bail Forfeiture	
	☐ SEAL Not Guilty/Dismissal	
	☐ EXPUNGE Not Guilty/Dismissal	

The above-named applicant states that he/she qualifies for the relief sought above, under the applicable provisions of the Ohio Revised Code Chapter 2953.

Applicant's Signature

Sworn and subscribed before me, this _____ day of _____, 20____.

Deputy Clerk / Notary Public