#### **EXPUNGEMENT PROCEDURES**

Act 145 - Effective August 1, 2014

#### **Costs At Time of Filing (These fees are nonrefundable)**

- 1. \$200.00 money order payable to Clerk of Court
- 2. \$250.00 money order payable to Louisiana Bureau of Criminal Identification/Information
- 3. \$ 50.00 money order payable to Caddo Parish Sheriff
- 4. \$ 50.00 money order payable to Caddo Parish District Attorney

#### **General Information**

- By law, the Clerk of Court shall not provide any legal advice on how to prepare legal documents. You will either need to speak to an attorney or research the Louisiana law books to determine what information should be included in the motion.
- Once a motion is filed with the Clerk of Court, it will be forwarded to a Judge for review, and a
  hearing date may be set. You and/or your attorney will need to be present in court on that day.
  The Clerk of Court will mail a notice of the court date, so please include a valid mailing address
  on the original motion
- If the Judge grants the expungement, you will need to present him/her with the Order for Expungement of Arrest/Conviction Record to sign in open court.
- If the expungement is granted, you will need to obtain certified copies of any filings needed. Certified copies are \$1.00 per page plus an additional \$5.00 for certification of each copy. Please be sure to obtain an adequate number of copies, as you may be unable to obtain copies once the files have been removed from public record.
- The State of Louisiana, the District Attorney and the Sheriff will be served with a copy of the Judgment, but you will be responsible for serving any other agency with information about your charge on file.
- An expungement must be filed for EACH arrest.
- Please allow 6 months for the completion of your expungement.

### **Forms**

Forms provided by the Louisiana Supreme Court are available on our website at <a href="http://www.caddoclerk.com">http://www.caddoclerk.com</a> on the Criminal Court page. These forms may be filled out online and printed, or printed and filled out by hand. Please have your forms prepared in advance to save time and make your visit shorter. We have provided form packets online for each type of expungement for your convenience.

# **EXPUNGEMENT CHECKLIST**

# PLEASE KEEP THESE FORMS IN ORDER

# Items to Attach to Motion for Expungement

	\$200.00 Money order payable to Clerk of Court
	\$250.00 Money Order payable to Louisiana Bureau of Criminal Identification/Information
	Copy of Motion for Expungement for Louisiana Bureau of Criminal Identification/Information
	\$50.00 Money Order payable to Caddo Parish Sheriff
	Copy of Motion for Expungement for Caddo Parish Sheriff
	\$50.00 Money Order payable to Caddo Parish District Attorney
	Copy of Motion for Expungement for Caddo Parish District Attorney
	Rule to Show Cause
	Order(s) (Depends on type of expungement)
	Criminal Background Check from Caddo Parish Sheriff's Office dated within the past sixty (60) days. (Fee may be required)
	Bill of Information from the Caddo Parish Clerk of Court
	Case Minutes from the Caddo Parish Clerk of Court
Item	s that may be required from the Caddo Parish Clerk of Court:
	For DWI with granted Article 894: Copy of letter from the Louisiana Department of Public Safety and Corrections, Office of Motor Vehicles
	Copy of Order waiving the Sex Offender Registration and Notification Requirements
Item	s that may be required from the District Attorney's Office:
	Certification Letter for Fee Waiver (if eligible)
	Certification Letter verifying that applicant has no convictions or pending applicable criminal charge in the requisite time periods.
	Certification Letter verifying that the charges were refused.
	Certification Letter verifying that the applicant did not participate in a Pretrial Diversion Program.

VERSUS				JUDICIAL D	ISTRICT COURT
			PARISH	OF	
			STATE C	OF LOUISIANA	
		MOTION F	OR EXPUNGEME	ENT	
		comes mover, who pro-	ovides the court with	h the following inf	ormation in connection
with this reques					
		NT INFORMATION			
NAME:( <i>Last</i> :	Name)	(First	Name)	(Middl	e Initial)
ООВ:	_//	(MM/DD/Y	YYY)		
GENDER:	Female _	Male			
SSN (last 4 dig	its): XXX-XX-	·			
RACE:					
ORIVER LIC.#	#:				
ARRESTING A	AGENCY:				
ARREST NUM	MBER (ATN):_				
AGENCY ITE	M NO:	expunge the record of h			
AGENCY ITE Mover Procedure 971 II.	M NO: r is entitled to e et seq. and state ARREST II		is arrest/conviction port:		
Mover Was a	M NO: r is entitled to e et seq. and state ARREST II urrested on	expunge the record of hes the following in support of the support	is arrest/conviction port: (MM/DD/YYYY)	pursuant to Louisia	
Mover VII.  I. Mover was a 2. YE	M NO: r is entitled to e et seq. and state ARREST II arrested on S NO	expunge the record of hes the following in support of the	is arrest/conviction port: (MM/DD/YYYY)	pursuant to Louisia	ana Code of Criminal
Mover Was a YES	m NO: r is entitled to e et seq. and state  ARREST II arrested on  S NO  : NO	A supplemental of this Motion.  Arrested, but it d	is arrest/conviction port:  (MM/DD/YYYY)  sheet with arrests and id not result in conv	pursuant to Louisiand/or convictions is	ana Code of Criminal
Mover was a Mover was a Mover was a	m NO: r is entitled to e et seq. and state  ARREST II arrested on  S NO : S NO NO	A supplemental of this Motion.  Arrested, but it d Convicted of and	is arrest/conviction port:  (MM/DD/YYYY)  sheet with arrests and id not result in conviction port:	pursuant to Louisiand/or convictions is iction	ana Code of Criminal
Mover Procedure 971  II.  Mover was a 2.  YES  Mover was:	m NO: r is entitled to e et seq. and state  ARREST II  arrested on  S NO  : S NO S NO NO	A supplemental of this Motion.  Arrested, but it d Convicted of and Convicted but de	is arrest/conviction port:  (MM/DD/YYYY)  sheet with arrests and id not result in conviction portion in the conviction portion in the conviction in the conv	pursuant to Louisiand/or convictions is included	ana Code of Criminal attached after page 2
Mover Procedure 971  II.  Mover was a 2.  YE.  Mover was:	m NO: r is entitled to e et seq. and state  ARREST II  arrested on  S NO  : S NO S NO NO	A supplemental of this Motion.  Arrested, but it d Convicted of and Convicted but de	is arrest/conviction port:  (MM/DD/YYYY)  sheet with arrests and id not result in conviction port:	pursuant to Louisiand/or convictions is included	ana Code of Criminal attached after page 2
Mover Procedure 971  II.  1. Mover was a   2. YE   3. Mover was: YE   YE   YE   YE   YE   YE   YE   YE	r is entitled to e et seq. and state  ARREST II  arrested on  S NO  S NO S NO S NO S NO S NO S NO S	A supplemental of this Motion.  Arrested, but it d Convicted of and Convicted but de	is arrest/conviction port:  (MM/DD/YYYY)  sheet with arrests and id not result in conviction pursuant to be facture on pursuant to be swing offenses: (List	pursuant to Louisiand/or convictions is included	entitled to compensation R.S. 15:572.8
Mover Procedure 971  II.  1. Mover was a  2. YE  3. Mover was: YES YES YES 4. Mover was separately, if necessar	r is entitled to e et seq. and state  ARREST II  arrested on  S NO  NO  NO NO NO S NO S NO S NO S NO	A supplemental of this Motion.  Arrested, but it d Convicted of and Convicted but de for a wrongful control of the control of	is arrest/conviction port:  (MM/DD/YYYY)  sheet with arrests and seeks to expunge a stermined to be facture on viction pursuant to be sally beginning with	pursuant to Louisiand/or convictions is iction misdemeanor felony ally innocent and to the provisions of the provisions of the provisions of Number 1. Attack	entitled to compensation R.S. 15:572.8
Mover Procedure 971  II.  I. Mover was a  2. YE  3. Mover was: YES YES YES 4. Mover was separately, if necessar	r is entitled to e et seq. and state  ARREST II  arrested on  S NO  S NO S NO S NO S NO S NO S NO S	A supplemental of this Motion.  Arrested, but it d Convicted of and Convicted but de for a wrongful corrected with the folloger each item numerica	is arrest/conviction port:  (MM/DD/YYYY)  sheet with arrests and seeks to expunge a stermined to be facture on viction pursuant to be sally beginning with	pursuant to Louisiand/or convictions is iction misdemeanor felony ally innocent and to the provisions of the provisions of the Number 1. Attack	entitled to compensation R.S. 15:572.8

NO	La. Rev. Stat. Ann.       §
	Time expired for prosecution//(MM/DD/YYYY) Not prosecuted for any offense arising out of this charge Pre-trial Diversion Program Charge dismissed Found not guilty/judgment of acquittal
NO	La. Rev. Stat. Ann. § : : :
	Time expired for prosecution//(MM/DD/YYYY) Not prosecuted for any offense arising out of this charge Pre-trial Diversion Program Charge dismissed Found not guilty/judgment of acquittal
Yes No	MISDEMEANOR CONVICTIONS
NO	La. Rev. Stat. Ann.
	Conviction set aside/dismissed Pursuant to C.Cr.P. Art. 894(B) More than 5 years have passed since complete of sentence.
NO	La. Rev. Stat. Ann.
	Conviction set aside/dismissed Pursuant to C.Cr.P. Art. 894(B)  More than 5 years have passed since complete of sentence.
Yes No	FELONY CONVICTIONS
NO	La. Rev. Stat. Ann. § : :
	Conviction set aside/dismissed Pursuant to C.Cr.P. Art. 893(E) More than 10 years have passed since complete of sentence.  Received a first offender pardon for an eligible offense.
	received a first offender pardon for an engine offense.
NO	La. Rev. Stat. Ann.
	Conviction set aside/dismissed Pursuant to C.Cr.P. Art. 893(E)  (MM/DD/YYYY)
	More than 10 years have passed since complete of sentence.  Received a first offender pardon for an eligible offense.
	Received a first offender pardon for an engible offense.

### Yes No OPERATING A MOTOR VEHICLE WHILE INTOXICATED CONVICTIONS

Mover has attached the following:

A certified letter of compliance in accordance with C.Cr.P. Art. 984 from the Department of Public Safety and Corrections, office of motor vehicles that it has received from the clerk of court a certified copy of the record of the plea, fingerprints of the defendant, and proof of the requirements set forth in C.Cr.P.Art. 556, which shall include the defendant's date of birth, last four digits of social security number, and driver's license number

5.. Mover has attached to this Motion the following pertinent documents:

Criminal Background Check from the La. State Police/Parish Sheriff dated within the past 60 days (required).

Bill(s) of Information (if any).

Minute entry showing final disposition of case (if any).

Certification Letter from the District Attorney for fee waiver (if eligible).

Certification Letter from the District Attorney verifying that the applicant has no convictions or pending applicable criminal charge in the requisite time periods.

Certification Letter from the District Attorney verifying that the charges were refused.

Certification Letter from the District Attorney verifying that the applicant did not participate in a pretrial diversion program.

A copy of a first offender pardon.

A copy of the order waiving the sex offender registration and notification requirements.

A copy of the court order determination of factual innocence and order of compensation for a wrongful conviction pursuant to the provisions of R.S. 15:572.8 if applicable.

Yes No Mover was arrested with another individual.

The Mover prays that if there is no objection timely filed by the arresting law enforcement agency, the district attorney's office, or the Louisiana Bureau of Criminal Identification and Information, that an order be issued herein ordering the expungement of the record of arrest and/or conviction set forth above, including all photographs, fingerprints, disposition, or any other such information, which record shall be confidential and no longer considered a public record, nor be made available to other persons, except a prosecutor, member of a law enforcement agency, or a judge who may request such information in writing, certifying that such request is for the purpose of prosecuting, investigating, or enforcing the criminal law, for the purpose of any other statutorily defined law enforcement or administrative duties, or for the purpose of the requirements of sex offender registration and notification pursuant to the provisions of R.S. 15:541, et seq. or as an order of this Court to any other person for good cause shown, or as otherwise authorized by law.

If an "Affidavit of No Opposition" by each agency named herein is attached hereto and made a part hereof, Defendant requests that no contradictory hearing be required and the Motion be granted ex parte.

Respectfully submitted,
Signature of Attorney for Mover/Defendant
Print Name of Attorney
Attorney's Bar Roll No.
Address
City, State, ZIP Code
Telephone Number
If not represented by counsel:
Signature of Mover/Defendant
Print Name
Address
City, State, ZIP Code
Telephone Number

# SUPPLEMENTAL SHEET

es No	ARRESTS THAT DID NOT	r kesult in	CONVICTIO
NO	_ La. Rev. Stat. Ann.	§	::
	Name of the offense		
	Time expired for prosecution	/_	/
		(MM/D	D/YYYY)
	Charge refused by DA - not pro	secuted.	
	Pre-trial Diversion Program.		
	Charge dismissed		
	Found not guilty/judgment of ac	cquittal	
NO	_ La. Rev. Stat. Ann.	§	::
	Name of the offense		
	Time expired for prosecution	/_	/
		(MM/D)	D/YYYY)
	Charge refused by DA - not pro	secuted.	
	Pre-trial Diversion Program.		
	Charge dismissed		
	Found not guilty/judgment of ac	cquittal	
	2 2 3 2		
NO	_ La. Rev. Stat. Ann.	§	:
	Name of the offense		
	Time expired for prosecution	/_	/
	1	(MM/D	 D/YYYY)
	Charge refused by DA - not pro	`	
	Pre-trial Diversion Program.		
	Charge dismissed		
	Found not guilty/judgment of ac	cquittal	
	2 7 7 2	1	
NO.	La. Rev. Stat. Ann.	§	:
	Name of the offense	0	
	Time expired for prosecution	/	/
	rane enpired for prosecution		 D/YYYY)
	Charge refused by DA - not pro	`	2,1111)
	Pre-trial Diversion Program.	, secured.	
	Charge dismissed		
	Found not guilty/judgment of ac	canittal	
	Tound not gunty/judgment of ac	equittai	
NO.	_ La. Rev. Stat. Ann.	§	:
	Name of the offense	0	
	Time expired for prosecution	/	/
	Time expired for prosecution	(MM/D	
	Charge refused by DA - not pro	secuted.	
	Pre-trial Diversion Program.		
	Charge dismissed		
	Found not guilty/judgment of ac	cquittal	

### SUPPLEMENTAL SHEET

Yes	No FELONY CONVICTIO	DNS			
NO.	La. Rev. Stat. Ann.	8		:	
	Name of the offense	3		·	
	Conviction set aside/dismis	ssed	/	/	
	pursuant to C.Cr.P. Art. 89		(MM/DI		
	More than 10 years have p	` ′	`		tence
	Received a first offender p		-		iterice
NO	_ La. Rev. Stat. Ann.	§		:	
	Name of the offense				
	Conviction set aside/dismis	ssed	/_	/	
	pursuant to C.Cr.P. Art. 893	3(E)	(MM/DE	)/YYYY	
	More than 10 years have pa				tence
	Received a first offender pa		-		
NO	_ La. Rev. Stat. Ann.	§		:	
	Name of the offense				
	Conviction set aside/dismis	ssed	/_	/	
	pursuant to C.Cr.P. Art. 89	3(E)	(MM/DI	D/YYYY)	
	More than 10 years have pa	assed sin	ce comple	tion of sen	tence
	Received a first offender pa	ardon foi	an eligibl	e offense	
NO		<b>§</b>		:	
	Name of the offense				
	Conviction set aside/dismis	ssed	/_	/	
	pursuant to C.Cr.P. Art. 89	3(E)	(MM/DI	D/YYYY)	
	More than 10 years have pa	assed sin	ce comple	tion of sen	tence
	Received a first offender pa	ardon foi	an eligibl	e offense	
NO	La. Rev. Stat. Ann.	§		:	
	Name of the offense	0			
	Conviction set aside/dismis	ssed	/		
	pursuant to C.Cr.P. Art. 89				
	More than 10 years have pa			,	tence
	Received a first offender pa		-		
NO	_ La. Rev. Stat. Ann.	§		:	
	Name of the offense				
	Conviction set aside/dismis				
	pursuant to C.Cr.P. Art. 89	3(E)	(MM/DI	O/YYYY)	
	More than 10 years have pa	assed sin	ice comple	tion of sen	tence
	Received a first offender p	ardon fo	r an eligibl	le offense	
	La. Rev. Stat. Ann.	§		:	
NO					
NO	Name of the offense				
NO				/_ D/YYYY)	
NO	Name of the offense Conviction set aside/dismis	3(E)	(MM/DI	O/YYYY)	
NO	Name of the offense Conviction set aside/dismis pursuant to C.Cr.P. Art. 89	3(E) assed sin	(MM/DI ce comple	O/YYYY) etion of sen	
	Name of the offense  Conviction set aside/dismis pursuant to C.Cr.P. Art. 89  More than 10 years have particularly Received a first offender particularly and the second s	3(E) assed sin ardon for	(MM/DI ce comple r an eligibl	D/YYYY) etion of sen le offense	tence
NO	Name of the offense  Conviction set aside/dismis pursuant to C.Cr.P. Art. 89  More than 10 years have part Received a first offender part.  La. Rev. Stat. Ann.	3(E) assed sin ardon for	(MM/DI ce comple r an eligibl	O/YYYY) etion of sen	tence
	Name of the offense  Conviction set aside/dismis pursuant to C.Cr.P. Art. 89  More than 10 years have particularly a Received a first offender particular.  La. Rev. Stat. Ann.  Name of the offense	3(E) assed sin ardon for §	(MM/DI ce comple r an eligibl	D/YYYY) etion of sen le offense	tence
	Name of the offense  Conviction set aside/dismis pursuant to C.Cr.P. Art. 89  More than 10 years have part Received a first offender part.  La. Rev. Stat. Ann.	3(E) assed sin ardon for §	(MM/DI ce comple r an eligibl	D/YYYY) etion of sen le offense:/	tence

# SUPPLEMENTAL SHEET

NO.	La. Rev. Stat. Ann.	8		<b>:</b>
110.	Name of the offense	s <u> </u>		·
	Conviction set aside/dismissed		/	/
	pursuant to C.Cr.P. Art. 894(B)		 MM/DD/Y	
	More than 5 years have passed s			
NO	La. Rev. Stat. Ann.	§		::
	Name of the offense			
	Conviction set aside/dismissed		/	/
	pursuant to C.Cr.P. Art. 894(B)	(	MM/DD/Y	YYYY)
	More than 5 years have passed s	ince c	ompletion	of sentence.
NO	La. Rev. Stat. Ann.	§		:
	Name of the offense			
	Conviction set aside/dismissed		/	/
	pursuant to C.Cr.P. Art. 894(B)	(	(MM/DD/Y	YYYY)
	More than 5 years have passed s	ince c	ompletion	of sentence.
NO	La. Rev. Stat. Ann.	§		:
	Name of the offense			
	Conviction set aside/dismissed		/	/
	pursuant to C.Cr.P. Art. 894(B)	(	MM/DD/Y	YYYY)
	More than 5 years have passed s	ince c	ompletion	of sentence.
NO	La. Rev. Stat. Ann.	§		::
	Name of the offense			
	Conviction set aside/dismissed			/
	pursuant to C.Cr.P. Art. 894(B)		•	<i>'</i>
	More than 5 years have passed s	ince c	ompletion	of sentence.
NO	La. Rev. Stat. Ann.	§		::
	Name of the offense			
	Conviction set aside/dismissed		/	/
	pursuant to C.Cr.P. Art. 894(B)			
	More than 5 years have passed s	ince c	ompletion	of sentence.
NO	La. Rev. Stat. Ann.	§		:

STATE OF LOUISIANA	NO	DIV
VERSUS		DICIAL DISTRICT COURT
	STATE OF LOU	
R	ULE TO SHOW CAUSE	
IT IS HEREBY ORDERED tha	at the District Attorney show cause	on the day of
, 20, at	to'clockm why the foreg	oing motion should not be
granted.		
THUS ORDERED AND SIGN	<b>ED</b> this day of	,20 at
, Louisiana,		
,,,		
	HID OF	
	JUDGE	
	Print Name	
PLEASE SERVE:		
1. District Attorney:		
2. Attorney for Defendant and/or D	efendant	

STATE OF LOUISIANA	NO	DIV		
VERSUS	JUDICIAL DISTI	RICT COURT		
VERSUS	PARISH OF			
	STATE OF LOUISIANA			
AFFIDA	VIT OF RESPONSE			
Pursuant to Louisiana Code of Criminal Proced	dure Article 980, the District Attorney for the acknowledges the fo			
No Opposition. Respondent re	espectfully consents to waiver of the contrad	lictory hearing.		
Opposition to the Motion of requests a contradictory hearing	Expungement with Reasons. Respondent rang.	espectfully		
	OR			
Pursuant to Louisiana Code of Criminal Proced Identification and Information acknowledges the		riminal		
No Opposition. Respondent re	espectfully consents to waiver of the contrad	lictory hearing.		
Opposition to the Motion of requests a contradictory hearing	<b>Expungement with Reasons.</b> Respondent rang.	espectfully		
	OR			
Pursuant to Louisiana Code of Criminal Proced	dure Article 980, the arresting law enforcement acknowledges the force			
No Opposition. Respondent re	espectfully consents to waiver of the contrad	lictory hearing.		
Opposition to the Motion of requests a contradictory hearing	<b>Expungement with Reasons.</b> Respondent rang.	espectfully		
	Respectfully submitted,			
	Signature of District Attorney			
	Print Name			
	Signature of Louisiana Bureau of Identification and Information	Criminal		
	Print Name			
	Signature of the Arresting Law En	nforcement		
	Print Name			

STATE OF	LOUISIANA	NO	DIV
Mandana			_ JUDICIAL DISTRICT COURT
VERSUS		PARISH O	F
			LOUISIANA
		0,000	
		ORDER	
IT IS HER	EBY ORDERED,		
	If there is an objection to the and the arresting law enforwithin sixty days of the ser	cement agency shall f	ement, the district attorney ile a motion to object
	If the Louisiana Bureau of to the Motion for Expunge service of this order		<u> </u>
	NO CONTRADICTORY evidenced by the "Affidavinamed herein and attached	it of No Opposition" e	xecuted by each agency
20 at _	THUS ORDERED AND, Louis		day of,
		JUDGE	
		Print Name	
PLEASE S	ERVE THE FOLLOWING:	:	
1) District	Attorney:(Name and Address)		
*	eau of Criminal Identification lent of Records, 7919 Indepen	· · · · · · · · · · · · · · · · · · ·	
3) Arresting	g Agency:(Name and Address)		
	CERTIF	ICATE OF SERVIC	E
Motion for 2	suant to LA CCrP Article 979, Expungement, Affidavit of Re day of	esponse and Order to the	he named entities as listed above
	Placing in U.S. Ma	il	
	Electronic Transmi	ssion	
		D	also of Count
			erk of Court
		Parish of _	

STATE OF LOUISIA	NA	NO	DIV	
VERSUS			UDICIAL DISTRICT COURT	
		STATE OF LO		
ORDER	OF EXPUNGEMENT O	OF ARREST/CONVI	CTION RECORD	
Considering the Motion	n for Expungement			
The hea	aring conducted and evider	nce adduced herein, Ol	3	
Affidav	vits of No Opposition filed	,		
IT IS ORDERED, AD	JUDGED AND DECREI	ED		
THE MOTION following reaso	N IS DENIED for No(s). ons (check all that apply):			for the
	han five years have not elagion sentence.	psed since Mover com	pleted the misdemeanor	
More the sentence	•	osed since Mover comp	leted the felony conviction	
Mover	was convicted of one of th	ne following ineligible	felony offenses:	
	A violation of the Uniform which is ineligible to be e		us Substances Law	
	An offense currently liste registration pursuant to L. the time the Motion was to register was ever impos	a. Rev. Stat. Ann. 15:5 filed, regardless of who	40 et seq., at	
	An offense defined or enu pursuant to La. Rev. Stat. motion was filed.			
while in	ntoxicated and a copy of the	ne proof from the Depa	d is for operating a motor vehicle artment of Public Safety and required by C.Cr.P. Art. 984(A).	
	was convicted of a misden ult of an arrest for a sex off		m circumstances involving or is . 15:541.	
Mover	was convicted of a domest	tic abuse battery.		
Mover	was convicted of misdeme	eanor stalking as define	ed in R.S. 14:40.2	
Mover	did not complete pretrial d	liversion.		
The cha	arges against the mover we	ere not dismissed or re	used.	
	s felony conviction was no ure Article 893(E).	ot set aside and dismiss	ed pursuant to Code of Criminal	
	s misdemeanor conviction al Procedure Article 894(B		lismissed pursuant to Code of	
	completed a DWI pretrial one mover's date of arrest.	diversion program, but	five years have not elapsed	

Mover's conviction for felony carnal knowledge of a juvenile is not defined as misdemeanor carnal knowledge of a juvenile had the mover been convicted on or after August 15, 2001.

Mover was not convicted of a crime that would be eligible for expungement as required by C.Cr.P Art. 978(E)(1)

Mover has criminal charges pending against him.

Mover was convicted of a criminal offense during the ten-year period.

Mover received a first offender pardon but for an ineligible offense.

Mover did not receive a first offender pardon.

Denial for any other reason provided by law with attached reasons for denial.

THE	<b>MOTION</b>	IS	HEREBY	GRANTED	for $No(s)$ .
				_ and all agencies	
information of a	ny kind maintair	ned in co	nnection with the	aphs, fingerprints, o e Arrest(s)/Convictio longer considered a	n(s) in the above
-				er of a law enforcem	-
judge who may i	request such info	rmation i	in writing certifyi	ng that such request	is for the purpose
			-	law, for the purpo	•
•				duties, or for the	
-		-		n pursuant to the property of	
otherwise author	•	or uns c	Jourt to any other	i person for good ca	use shown, or as
	MOTION IS		BY GRANTE		GEMENT BY
				lividual and the mo	
expungement by	redaction purs	uant to	Code of Crimina	al Procedure Article and all agencies	, ,
expunge the rec	ord of arrest/cor	nviction	and any photogr	_ and an agencies aphs, fingerprints, o	
				Arrest(s)/Conviction(	
	•			ord shall be confiden	
considered a pul	olic record, nor b	oe availa	ble to other perso	ons except a prosecu	tor, member of a
		_		information in writi	
-		-		, or enforcing the cri	
				t or administrative of	
	•		-	on and notification ourt to any other person	•
-	erwise authorized	-	ir order or tims eo	vari to any other person	on for good eduse
,		J			
NAME: (Last	Name)		(First Name)		$\overline{(MI)}$
(Lust 1	vanie)		(1 ii si i tame)		(1711)
DOB:	_//		(MM/DD/YYYY	()	
GENDER:	_ FemaleN	Male			
SSN (last 4 digit	s): XXX-XX				
RACE:					
DRIVER LIC.#:					
ARRESTING A	GENCV:				

SID# (if available):
ARREST NUMBER (ATN):
AGENCY ITEM NUMBER:
ARREST DATE:/(MM/DD/YYYY)
THUS ORDERED AND SIGNED this day of, 20
at, Louisiana.
JUDGE
Print Name
PLEASE SERVE THE FOLLOWING:
1. District Attorney:
2. Louisiana Bureau of Criminal Identification and Information: <u>Louisiana State Police, Superintenden of Records, 7919 Independence Blvd., Baton Rouge, LA 70806</u>
3. Arresting Agency: (Name and Address)
4. Sheriff:
(Name and Address)  5. Attorney for Defendant (or defendant):
5. Attorney for Defendant (or defendant):
(Name and Address)
6. Clerk of Court:(Name and Address)
CEDITIEICATE OF SEDVICE
CERTIFICATE OF SERVICE
Pursuant to LA CCrP Article 979, I hereby certify that I have served the foregoing Orde of Expungement to the named entities as listed above on thisday of, 20, by:
Placing in U.S. Mail
Electronic Transmission
Deputy Clerk of Court
Parish of

STATE OF LOUISIANA	NO	DIV
VEDSUS	JUI	DICIAL DISTRICT COURT
VERSUS	PARISH OF	
	STATE OF LOU	IISIANA
To be completed by	CERTIFICATION OF FEE WAIVER efendant and submitted to the District At	
1 1	pleted form to Motion of Expungement at	2 00 1
DEFENDANT NAME		
DATE OF BIRTH		
SSN# (last 4 digits)		
DATE OF ARREST	XXX-XX-	
DOCKET NUMBER		
CHARGE		
	Criminal Procedure Article 983, the Offi	ce of the District Attorney has
reviewed the available databases and	etermined that:	
(Check all that apply. To be complete within 15 days to defendant.):	by authorized personnel from the Distri	ct Attorney's Office and returned
	NO FELONY CONVICTIONS.	
The arrestee listed above na		
	AND	
The arrestee listed above ha OR INFORMATION.	NO PENDING FELONY CHARGES U	NDER A BILL OF INDICTMENT
	AND	
The arrestee listed above W	S ACQUITTED after trial of all charges	derived from the arrest listed above.
including any lesser and inc		
	OR	
The consisted listed shows W		FIME LIMITATIONS
	S NOT PROSECUTED WITHIN THE Te Code of Criminal Procedure and the arrest listed above.	
	OR	
case prior to the time limitat	te listed above was dismissed or the distr ons prescribed in Chapter 1 of Title XVII	
and the arrestee did not part	ipate in a pretrial diversion program.	
	OR	
	been determined to be factually innocent to the provisions of R.S. 15:572.8.	and entitled to compensation for a
	OR	
	juvenile who has successfully completed to Code of Criminal Procedure Article 98	
District Attorney or his designee - Pr	t Name	
		20
District Attorney or his designee - Si	nature Date	, 20