

JUDGE HENRY S. KENDERDINE JR. COURT SELF-HELP CENTER

2004 - 2024  
20  
YEARS

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# CRIMINAL RECORD CLEARING

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## **INTRODUCTION: CRIMINAL RECORD CLEARING**

Clearing your criminal record can be confusing and involves several steps.

- STEP 1:** READ THIS ENTIRE PACKET
- STEP 2:** FIND THE CHARGES ON YOUR RECORD
- STEP 3:** DECIDE IF / WHEN / HOW EACH CHARGE CAN BE CLEARED
- STEP 4:** FOLLOW THE STEPS TO FILE FOR EACH TYPE OF CLEARING
- STEP 5:** WAIT TO BE NOTIFIED OF THE JUDGES' DECISION IN THE MAIL

## **INTRODUCTION: OPTIONS FOR CLEARING YOUR CRIMINAL RECORD IN PA**

In Pennsylvania, criminal records can be cleared by expungement, sealing, pardons, or vacatur.

**EXPUNGEMENT:** The record of the charges is erased and destroyed. Non-convictions and some minor convictions are eligible for expungement, but most require filing a petition in court.

**LIMITED ACCESS / SEALING:** When a criminal record is sealed, it is hidden from the public, background checks for jobs, schools, or housing. Most misdemeanors and some felony convictions can be sealed, but this often requires filing a petition in court.

**PARDONS:** Almost anyone with a criminal record may apply for a pardon, but there are some criminal charges which can only be cleared by pardon. This is a slow process that can take 6 or more years, with the final decision being made by the governor. If the pardon is granted, the record is expunged (erased).

**VACATUR:** Victims of human trafficking are eligible to have some convictions, such as prostitution, vacated (undone) and expunged (erased). Vacatur always requires filing a petition in court.

# INTRODUCTION: HOW TO FIND YOUR CHARGES / CONVICTIONS

## METHOD 1

- STEP 1:** GO TO MYCLEANSLATEPA.COM
- STEP 2:** ENTER YOUR INFORMATION INTO THE CLEAN SLATE SCREENER AND WAIT FOR THE EMAIL WITH A SUMMARY OF YOUR CRIMINAL RECORD.

## METHOD 2

- STEP 1:** GO TO PACOURTS.US
- STEP 2:** CLICK **DOCKET SHEETS** IN THE UPPER RIGHT CORNER
- STEP 3:** IN THE TOP CENTER, HOVER OVER **CASE INFORMATION**, AND CLICK **CASE SEARCH**
- STEP 4:** SELECT **PARTICIPANT NAME** FROM THE DROPDOWN, AND THEN ENTER YOUR **FIRST AND LAST NAME**
- STEP 5:** SELECT A **DOCKET TYPE**, THEN CLICK **SEARCH**. DEPENDING ON THE NATURE OF YOUR CHARGES / CONVICTIONS, YOU MAY NEED TO SEARCH MULTIPLE DOCKET TYPES:
- **CRIMINAL:** MISDEMEANOR AND FELONY CHARGES HANDLED IN A COUNTY COURT OF COMMON PLEAS
  - **NON-TRAFFIC:** SUMMARY OFFENSES LIKE DISORDERLY CONDUCT AND LOITERING, HANDLED IN A MAGISTERIAL DISTRICT COURT
- STEP 6:** LOOK THROUGH THE RESULTS TO FIND THE RECORD OF PUBLIC CHARGES / CONVICTIONS FILED AGAINST YOU
- THE **COURT SUMMARY**  WILL GIVE YOU A LISTING OF ALL LINKED CRIMINAL CASES, BUT MAY NOT SHOW ALL CASES, INCLUDING THOSE MARKED AS 'NO PUBLIC ACCESS'
  - THE **DOCKET SHEET**  WILL SHOW YOU MOST OF THE INFORMATION ON ONE SPECIFIC CASE
  - IF YOUR SEARCH RETURNS A LARGE NUMBER OF RESULTS, TRY ADDING YOUR **DATE OF BIRTH**, BUT BE AWARE THAT SOMETIMES THE DATES ARE ENTERED INTO THE SYSTEM INCORRECTLY

## **INTRODUCTION: ARE YOU ELIGIBLE?**

This is one of the most difficult and time-consuming parts of the process. For each charge you want to clear, you need to use the **flowchart** and **summary** on the following pages to determine if, when, and how it can be cleared.

Pay attention to both the **name and statute section of the charge** (Simple Assault, 18 Pa.C.S. § 2701) and the **grading** (First-degree Misdemeanor, M1), as these affect your eligibility.

**STEP 1:** USING THE **EXPUNGEMENT FLOWCHART (PAGE 6)** DETERMINE WHETHER YOUR CHARGES / CONVICTIONS ARE ELIGIBLE FOR EXPUNGEMENT

**STEP 2:** USING THE **CLEAN SLATE SUMMARY** DETERMINE WHETHER YOUR CHARGES / CONVICTIONS ARE ELIGIBLE FOR AUTOMATED SEALING (**PAGE 7**) OR PETITION BASED SEALING (**PAGE 8**).

**STEP 3:** USE THE **CLEAN SLATE FLOWCHART** TO DETERMINE MORE SPECIFICALLY IF AND WHEN THE CHARGES YOU WANT TO CLEAR ARE ELIGIBLE.

**FOR MISDEMEANOR CONVICTIONS:** USE PAGES 9 – 10

**FOR FELONY CONVICTIONS:** USE PAGES 11 – 12

**FOR CALCULATING FUTURE SEALING DATES:** USE PAGE 13

**FOR MORE INFORMATION ABOUT THE IMPACT OF SPECIFIC CONVICTIONS ON SEALING:** USE PAGES 14 – 18

**STEP 4:** FIND YOUR FORMS:

**FOR ARD EXPUNGEMENTS:** START AT PAGE 19

**FOR SUMMARY CONVICTIONS:** START AT PAGE 32

**FOR EXPUNGEMENT OF OTHER CRIMINAL CASES:** START AT PAGE 42

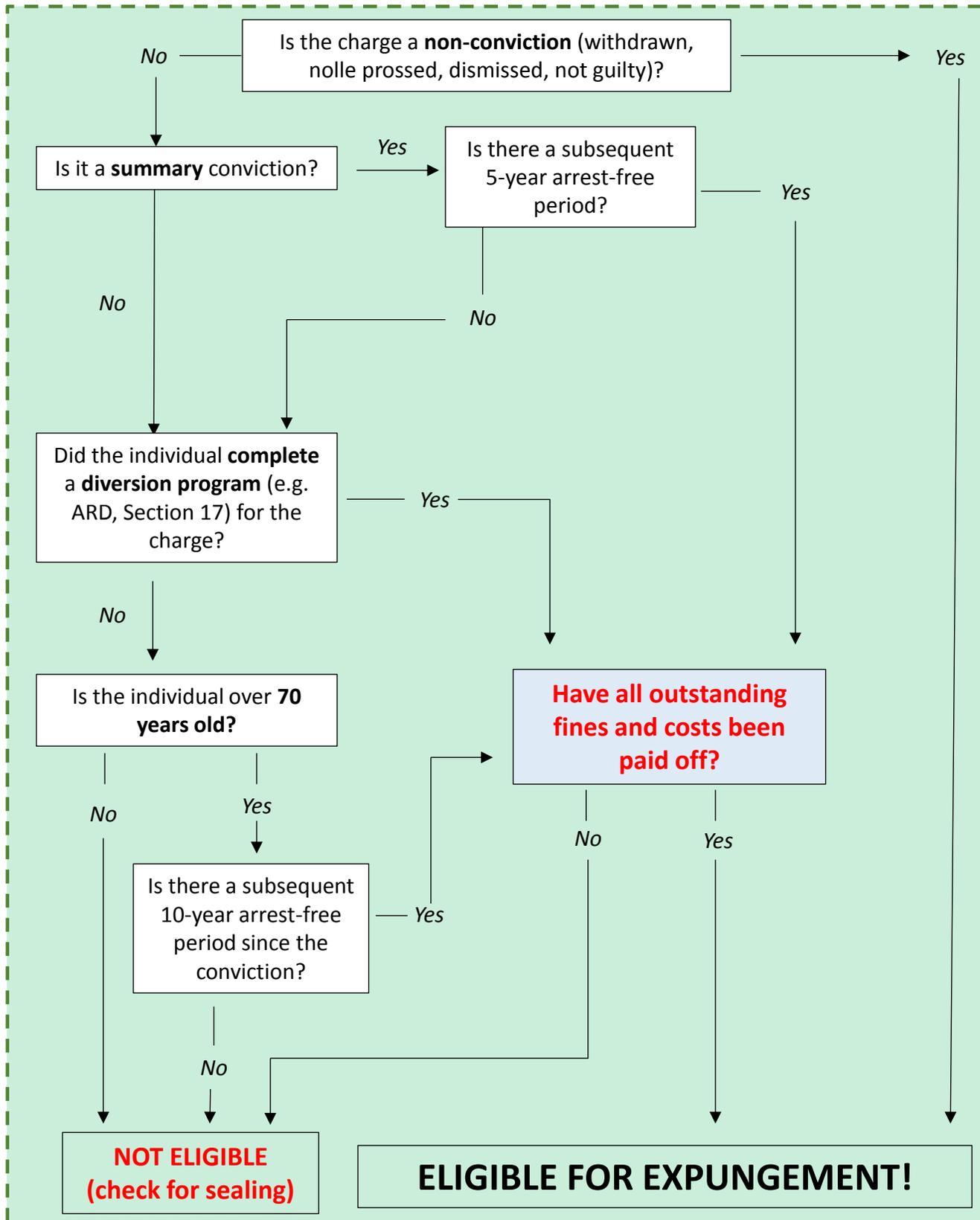
**FOR LIMITED ACCESS / SEALING THE RECORD:** START AT PAGE 51

**FOR PARDONS:** SEE PAGE 60

# Expungement (§ 9122)



What are you trying to expunge?



Prepared 1/2019 By Community Legal Services



# CLEAN SLATE SUMMARY

*Changes under the new Clean Slate law shown in red.*



## AUTOMATED SEALING

Wait Time Since Disposition to Seal a... § 9122.2(a)	Felon <span style="color: red;">y</span> conviction	Misdemeanor conviction	Summary conviction	Non-conviction
	10 years without M or F conviction	7 years without M or F conviction	5 years	30 days
<b>General Rule</b> §9122.2(a)(1); §9122.2(a)(1.1)	<ul style="list-style-type: none"> <li><span style="color: red;">“Qualifying offense” drug felony</span></li> <li>M2, M3, and M</li> <li>All restitution must be paid on the case</li> </ul>			
<b>Qualifying Offense</b> §9102	Felony drug offense (35 § 780-113, plus attempt, conspiracy, or solicitation), unless sentenced to prison for 30+ months min and/or to 60+ months max.			
<b>Excluded Convictions</b> §9122.3(a)(1); §9122.3(b)	<ul style="list-style-type: none"> <li>Art. B offense</li> <li>Art. D offense</li> <li>Firearms</li> <li>Sexual offense/tier system</li> <li>Cruelty to animals</li> <li>Corruption of minors</li> <li>In the same case as:               <ul style="list-style-type: none"> <li>Above-listed offenses</li> <li>M1 conviction or higher <span style="color: red;">that is not a “qualifying offense”</span></li> </ul> </li> </ul>			
<b>Disqualification from Automated Sealing</b> §9122.3(a)(2); §9122.3(a.1)	<ul style="list-style-type: none"> <li>Felony conviction, <span style="color: red;">except to a “qualifying offense”</span></li> <li><span style="color: red;">Case with 3 or more “qualifying offense” felony convictions</span></li> <li>2 or more <span style="color: red;">cases with</span> M1 convictions or higher</li> <li>4 or more <span style="color: red;">cases with</span> M convictions or higher</li> <li>Conviction to:               <ul style="list-style-type: none"> <li>indecent exposure,</li> <li>sexual intercourse w/ animal,</li> <li>failure to comply w/ registration req'ts,</li> <li>weapons/implements to escape,</li> <li>abuse of corpse,</li> <li>prohibiting paramilitary training</li> </ul> </li> </ul>			

**A record that is not eligible for automated sealing may be eligible for petition sealing. See below.**

# PETITION-BASED SEALING

Wait Time Since Disposition to Seal a... <i>§9122.1</i>	<b>Felony</b> conviction 10 years without M or F conviction	<b>Misdemeanor</b> conviction 7 years without M or F conviction	<b>Summary</b> conviction 5 years
<b>General Rule</b> <i>§9122.1(a); (a.1)</i>	<ul style="list-style-type: none"> <li>All M2, M3, M, S</li> <li>M1, unless excluded (see below)</li> <li>The following <b>F3</b> and <b>F</b>:                             <ul style="list-style-type: none"> <li>“Qualifying offense” drug felony</li> <li>Criminal mischief (3304)</li> <li>Trespass (3503)</li> <li>Theft (39xx; all Ch 39)</li> <li>Forgery &amp; Fraud (41xx; all Ch 41)</li> <li>Welfare fraud (62 Pa.C.S. § 481)</li> <li>Conspiracy, attempt or solicitation of the above</li> </ul> </li> <li>All restitution must be paid on the case</li> </ul>		
<b>Qualifying Offense</b> <i>§9102</i>	Felony drug offense (35 § 780-113, plus attempt, conspiracy, or solicitation), unless sentenced to prison for 30+ months min and/or to 60+ months max.		
<b>Excluded Convictions</b> <i>§9122.1(a.1); §9122.1(b)(1)</i>	<ul style="list-style-type: none"> <li>Any F1, F2</li> <li>F3 or F if not listed above</li> <li>M1:                             <ul style="list-style-type: none"> <li>Art. B offense, <b>except terroristic threats (§ 2706) is eligible to be sealed;</b></li> <li>Art. D offense;</li> <li>firearms;</li> <li>sexual offense/tier system;</li> <li>corruption of minors</li> </ul> </li> </ul>		
<b>Disqualification from All Sealing</b> <i>§9122.1(b)(2)</i>	<ul style="list-style-type: none"> <li>Within last <b>10 years</b>:                             <ul style="list-style-type: none"> <li>2 or more <b>cases with</b> M1 or felony convictions</li> </ul> </li> <li>Within last <b>15 years</b>:                             <ul style="list-style-type: none"> <li>4 or more <b>cases with</b> M2 convictions or higher</li> <li>Felony conviction for                                     <ul style="list-style-type: none"> <li>Art. B,</li> <li>Art. D,</li> <li>firearms, or</li> <li>sexual offense/tier system</li> </ul> </li> <li>Conviction to:                                     <ul style="list-style-type: none"> <li>indecent exposure,</li> <li>sexual intercourse w/ animal,</li> <li>failure to comply w/registration req'ts,</li> <li>weapons/implements for escape,</li> <li>abuse of corpse,</li> <li>prohibiting paramilitary training</li> </ul> </li> </ul> </li> <li><u>Ever</u> convicted of:                             <ul style="list-style-type: none"> <li>F1, murder, or offense punishable by more than 20 yrs</li> </ul> </li> </ul>		

# Sealing of Misdemeanor Convictions



Is the conviction eligible for **petition** sealing?

**A** § 9122.1(b)(2)(i)  
**Has the person ever been convicted of an F1, murder, or an offense punishable by more than 20 years prison?**

YES	NO
Misdemeanor and felony convictions on the record cannot be sealed. A pardon is required.	GO TO B

**B** § 9122.2(a)(1.1); (a,1)  
**Is the conviction you're trying to seal an M1 for one of the following?**

- Pt. II Art. B offense - danger to person, **except Terroristic Threats** (§2706) (M1 terroristic threats is eligible to be sealed by petition);
- Pt. II Art. D offense - offense against family;
- Ch. 61 offense - firearms/other dangerous articles;
- § 9799.14/.55 - sexual offense/tier system/reg.;
- § 6301 - corruption of minors

YES	NO
The conviction is not eligible for sealing. A pardon is required.	GO TO C

**C** § 9122.1(a)  
**Was the person convicted of any misdemeanor or felony convictions in the last 7 years?**

YES	NO
Not currently eligible for sealing. Could be eligible in the future.	GO TO D

See top of right column.

**D** § 9122.1(b)(2)(iii)  
**Within the past 10 years, does the person have 2 or more cases with M1 or felony convictions?**

YES	NO
Not currently eligible for sealing; Could be eligible in the future.	GO TO E

**E** § 9122.1(b)(2)(ii)  
**Within the past 15 years, does the person have any of the following?**

- 4 or more cases with M2 convictions or higher
- Conviction for felony for any of the following:
  - Pt. II Art. B offense - danger to person;
  - Pt. II Art. D offense - offense against family;
  - Ch. 61 offense - firearms/other dangerous articles;
  - §9799.14/.55- sexual offense/tier system/registration
- Conviction for any of the following:
  - indecent exposure;
  - sexual intercourse w/ animal;
  - failure to comply w/registration requirements;
  - weapons/implements for escape;
  - abuse of corpse; prohibiting paramilitary training

YES	NO
Not currently eligible for sealing; Could be eligible in the future.	GO TO F

§ 9122.2(a)(1)  
**Is restitution owed on the case you're trying to seal?**

YES	NO
Not eligible for sealing but could be eligible if restitution is paid.	This conviction is eligible for sealing by petition! GO TO G to learn if it is eligible for automated sealing.

**F**

# Sealing of Misdemeanor Convictions Cont'd



Is the conviction eligible for **automated** sealing?

**G** § 9122.2(a)(1)  
**What is the grade of the conviction you're trying to seal?**

<p><b>M1 - Not eligible for automated sealing. Requires a petition.</b></p>	<p><b>M2, M3 or M</b> Go to H</p>
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**H** § 9122.3(a)(2); § 9122.3(a.1)  
**Are there any of the following on the person's record?**

- Felony conviction, **except for a "qualifying offense\*";**
- Case with 3 or more felony convictions;
- 2 or more cases with M1 convictions or higher;
- 4 or more cases with M convictions or higher
- Conviction under:
  - § 3129 - sexual intercourse w/ animal;
  - § 4915.1/.2 - failure to comply w/ registration req'ts;
  - § 5122 - weapons/implements to escape;
  - § 5510 - abuse of corpse;
  - § 5515 - prohibiting paramilitary training

<b>YES</b>	<b>NO</b>
↓	↓
<p><b>Not eligible for automated sealing. Requires a petition.</b></p>	<p><b>GO TO I</b></p>

**I** § 9122.3(a)(1)  
**Is the conviction you're trying to seal any of the following:**

- Pt. II Art. B offense - danger to person;
- Pt. II Art. D offense - offense against family;
- Ch. 61 offense - firearms/other dangerous articles;
- 42 Pa. C.S. § 9799.14/.55 offense - sexual offense/tier system;
- § 5533 - cruelty to animals;
- § 6301 - corruption of minors

<b>YES</b>	<b>NO</b>
↓	↓
<p><b>Not eligible for automated sealing; Requires a petition.</b></p>	<p><b>GO TO J</b></p>

**J** § 9122.3(b)  
**Look at the case (docket) containing the conviction you're trying to seal.**

- Did a conviction of an M1 or higher, other than a "qualifying offense\*," or any offenses listed under I arise out of that case?

<b>YES</b>	<b>NO</b>
↓	↓
<p><b>Not eligible for automated sealing; Requires a petition.</b></p>	<p><b>The conviction is eligible for automated sealing!</b></p>

**\*Qualifying offense (§9102):** A drug felony (under 35 § 780-113, or an attempt, conspiracy or solicitation to commit an offense under 35 § 780-113) unless the judge imposed 30 - 60 months prison or more (i.e., unless a minimum sentence of 30 months or more or a maximum sentence of 60 months or more of imprisonment was imposed on the offense).

# Sealing of Felony Convictions

Is the conviction eligible for **petition** sealing?



**A** § 9122.1(b)(2)(i)  
**Has this person ever been convicted of an F1, murder, or an offense punishable by more than 20 years prison?**

YES	NO
↓	↓
<b>Misdemeanor and felony convictions on the record cannot be sealed. A pardon is required.</b>	<b>GO TO B</b>
	↓

**B** § 9122.2(a)(1.1); (a.1)  
**Is the conviction you're trying to seal one of the following?**

- Drug felony "qualifying offense"\*
- F3 or F Criminal mischief (3304);
- F3 or F Trespass (3503);
- F3 or F Theft (39xx; all Ch 39);
- F3 or F Fraud (41xx; all Ch 41);
- F3 or F Welfare fraud (62 Pa.C.S. § 481);
- F3 or F Conspiracy, attempt or solicitation of any of the above

YES	NO
↓	↓
<b>Go to C</b>	<b>The conviction cannot be sealed. A pardon is required.</b>

**C** §9122.1(a.1); (b)(2)(iii)  
**Was the person convicted of a misdemeanor or felony in the past ten years?**

YES	NO
↓	↓
<b>Not currently eligible for sealing. Could be eligible in the future.</b>	<b>GO TO D</b>
	↓

See top of right column.

**D** §9122.1(b)(2)(ii)  
**Within the past 15 years, does the person have any of the following?**

- 4 or more cases with M2 convictions or higher
- Conviction for **felony** for any of the following:
  - Pt. II Art. B offense - danger to person;
  - Pt. II Art. D offense - offense against family;
  - Ch. 61 offense - firearms/other dangerous articles;
  - § 9799.14/.55 - sexual offense/tier system/registration
- Conviction for any of the following: indecent exposure; sexual intercourse w/ animal; failure to comply w/registration req'ts; weapons/implements for escape; abuse of corpse; prohibiting paramilitary training

YES	NO
↓	↓
<b>Not currently eligible for sealing; Could be eligible in the future.</b>	<b>GO TO E</b>
	↓

**E** §9122.1(a); (a.1)  
**Is restitution owed on the case?**

YES	NO
↓	↓
<b>Not eligible for sealing but could be eligible if restitution is paid.</b>	<b>The conviction is eligible for sealing by petition! Go to F to learn if the conviction is eligible for automated sealing.</b>

See top of next page.

**\*Qualifying offense (§9102):** A drug felony (under 35 § 780-113, or an attempt, conspiracy or solicitation to commit an offense under 35 § 780-113) unless the judge imposed 30 - 60 months prison or more (i.e., unless a minimum sentence of 30 months or more or a maximum sentence of 60 months or more of imprisonment was imposed on the offense).

# Sealing of Felony Convictions Cont'd



Is the conviction eligible for **automated** sealing?

**F** §9122.3(a)(1)  
Is the conviction you're trying to seal a drug felony "qualifying offense" \*?

YES	NO
↓	↓
<b>GO TO G</b>	<b>Not eligible for automated sealing; a petition is required.</b>
↓	

**G** §9122.3(a)(2); §9122.3(a.1)  
Are there any of the following on the person's record?

- Felony conviction, except for a "qualifying offense\*";
- A case with 3 or more felony convictions;
- 2 or more cases with M1 convictions or higher;
- 4 or more cases with M convictions or higher
- A conviction for: § 3129 - sexual intercourse w/ animal; § 4915.1/.2 - failure to comply w/ registration req'ts; § 5122 - weapons/implements to escape; § 5510 - abuse of corpse; § 5515 - prohibiting paramilitary training

YES	NO
↓	↓
<b>Not eligible for automated sealing. A petition is required.</b>	<b>GO TO H</b>

↓  
**See top of right column.**

**H** §9122.3(b)  
Look at the case (docket) containing the conviction you're trying to seal. Did a conviction of an M1 or higher, **other than a "qualifying offense" \***, or any of the following offenses arise out of that case?

- Pt. II Art. B offense - danger to person;
- Pt. II Art. D offense - offense against family;
- Ch. 61 offense - firearms/other dangerous articles;
- 42 Pa. C.S. § 9799.14/.55 offense - sexual offense/tier system;
- § 5533 - cruelty to animals;
- § 6301 - corruption of minors

YES	NO
↓	↓
<b>Not eligible for automated sealing. A petition is required.</b>	<b>The conviction is eligible for automated sealing!</b>

**\*Qualifying offense (§9102):** A drug felony (under 35 § 780-113, or an attempt, conspiracy or solicitation to commit an offense under 35 § 780-113) unless the judge imposed 30 - 60 months prison or more (i.e., unless a minimum sentence of 30 months or more or a maximum sentence of 60 months or more of imprisonment was imposed on the offense).

# Calculating Future Sealing Eligibility

## If the record has...

### 4 cases with M2 convictions or higher

#### Felony conviction for:

- Pt. II Art. B offense – danger to person;
- Pt. II Art. D offense – offense against family;
- Ch. 61 offense – firearms/other dangerous articles; or
- §9799.14/.55– sexual offense/tier system/registration

#### Or any conviction for:

- Indecent exposure;
- Sexual intercourse w/ animal;
- Failure to comply w/registration requirements;
- Weapons/implements for escape;
- Abuse of corpse; or
- Prohibited paramilitary training

### 2 cases with M1 or felony convictions

### An M or F conviction in the last 10 years and you are sealing a *felony*

### An M or F conviction in the last 7 years and you are sealing a *misdemeanor*

## The future eligibility date is the *latest* date of the following:

Identify the 4 most recent cases with M2 convictions or higher. Add 15 years to disposition date of the *oldest* of the 4 cases.

Add 15 years to the most recent conviction disposition date for any of the listed offenses.

Identify the 2 most recent cases with M1 or felony convictions. Add 10 years to the disposition date of the *older* of the 2 cases.

Add 10 years to the most recent misdemeanor or felony conviction.

Add 7 years to the most recent misdemeanor or felony conviction.

# Convictions Impacting Sealing of PA Convictions

This list of offenses is relevant to the Clean Slate Act in three ways.

- (1) First degree misdemeanor convictions of the following offenses may not be sealed (except for terroristic threats after Act 36 of 2023).
- (2) Felony convictions of these offenses disqualify otherwise eligible convictions from being sealed for 10-15 years (or permanently for an F1).
- (3) M2, M3 or ungraded M convictions listed here will not be automatically sealed but must be sealed by petition. Summaries can always be autosealed.

"Tiered sexual offenses" are those listed under 42 Pa. C.S.A. §9799.14. Offenses requiring "registration" are listed by 42. Pa. C.S.A. §9799.55.

Misdemeanor convictions not listed in this chart ordinarily will be eligible for sealing after 7 conviction-free years and are not disqualifying.

*For a summary of the sealing rules which this chart supplements, see the "Clean Slate Summary" chart available at [MyCleanSlatePA.com](http://MyCleanSlatePA.com).*

Code Section	Offense	Grades	Comments
<b>Article B - Offenses Involving Danger to the Person (Code Sections 2500-3300)</b>			
<b>Criminal Homicide</b>			
2502	Murder	Murder 1, Murder 2, F1	
2503	Voluntary Manslaughter	F1	
2504	Involuntary Manslaughter	F2, M1	
2505	Aiding or Causing Suicide	F2, <b>M2</b>	
2506	Drug Delivery Resulting in Death	F1	
2507	Criminal Homicide of Law Enforcement Officer	Murder 1, Murder 2, F1, F2	
<b>Crimes Against Unborn Child</b>			
2604	Murder of Unborn Child	Murder 1, Murder 2, F1	
2605	Voluntary Manslaughter of Unborn Child	F1	
2606	Aggravated Assault of Unborn Child	F1	
<b>Assault</b>			
2701	Simple Assault	M1, <b>M2, M3</b>	M2 is the default. M2s and M3s can be sealed by petition, but not automation.
2702	Aggravated Assault	F1, F2	Prior to the 90s, could have been a misdemeanor so would need to check file.
2702.1	Assault of Law Enforcement Officer	F1, F2	
2703	Assault by Prisoner	F2	
2703.1	Aggravated Harassment by Prisoner	F3	
2704	Assault by Life Prisoner	Murder 2	

<b>2705</b>	Recklessly Endangering Another Person	<b>M2</b>	Can be sealed, by petition only
<b>2706</b>	Terroristic Threats	F3	M1s <u>can</u> be sealed by petition, under Act 36.
<b>2707</b>	Propulsion of Missiles into an Occupied Vehicle or onto a Roadway	M1, <b>M2</b>	
<b>2707.1</b>	Discharge of Firearm into an Occupied Structure	F3	
<b>2707.2</b>	Paintball Guns and Paintball Markers	<b>S</b>	S eligible for auto or petition sealing
<b>2708</b>	Use of Tear or Noxious Gas in Labor Disputes	M1	
<b>2709</b>	Harassment	<b>M3, S</b>	M3 can be sealed by petition only; S eligible for auto or petition sealing
<b>2709.1</b>	Stalking	F3, M1	
<b>2710</b>	Ethnic Intimidation	See statute	
<b>2712</b>	Assault on Sports Official	M1	
<b>2713</b>	Neglect of Care-Dependent Person	F1, M1	
<b>2714</b>	Unauthorized Administration of Intoxicant	F3	
<b>2715</b>	Threat to Use Weapons of Mass Destruction	F1, F2	
<b>2716</b>	Weapons of Mass Destruction	F1, F2	
<b>2717</b>	Terrorism	F1 to M2	
<b>2718</b>	Strangulation	F1, F2, <b>M2</b>	

### Kidnapping

<b>2901</b>	Kidnapping	F1	
<b>2902</b>	Unlawful Restraint	F2, M1	
<b>2903</b>	False Imprisonment	F2, M2	M2 can be sealed, by petition only
<b>2904</b>	Interference with Custody of Children	F2, F3, M2	M2 can be sealed, by petition only
<b>2905</b>	Interference with Custody of Committed Persons	<b>M2</b>	
<b>2906</b>	Criminal Coercion	M1, <b>M2</b>	M2 is the default; it can be sealed, by petition only
<b>2907</b>	Disposition of Ransom	F3	
<b>2909</b>	Concealment of Whereabouts of a Child	F3	
<b>2910</b>	Luring a Child into a Motor Vehicle or Structure	F2, M1	

### Human Trafficking

<b>3011(a)</b>	Trafficking in individuals	F2	
<b>3011(b)</b>	Trafficking in minors	F1	
<b>3012</b>	Involuntary servitude	F1	
<b>3013</b>	Patronizing a victim of sexual servitude	F2	
<b>3014</b>	Unlawful conduct regarding documents	F3	

<b>3015</b>	Nonpayment of wages - trafficking	F3, <b>M3</b>	
<b>3016</b>	Obstruction of justice - trafficking	F1, F2, F3, <b>M3</b>	

### Sexual Offenses

<b>3121</b>	Rape	F1	
<b>3122.1</b>	Statutory sexual assault	F1, F2	
<b>3123</b>	Involuntary deviate sexual intercourse	F1	
<b>3124.1</b>	Sexual assault	F2	
<b>3124.2</b>	Institutional sexual assault	F3	
<b>3124.3</b>	Sexual assault by sports official, volunteer, etc.	F3	
<b>3125</b>	Aggravated indecent assault	F1, F2	
<b>3126</b>	Indecent assault	F3, M1, M2	M2 can be sealed, by petition only.
<b>3127</b>	Indecent exposure	M1, <b>M2</b>	M2 is the default. 15 year disqualifying conviction. <i>After 15 years, M2 can be sealed, by petition only.</i>
<b>3129</b>	Sexual intercourse with animal	<b>M2</b>	15 year disqualifying conviction
<b>3130</b>	Conduct relating to sex offenders	F3	
<b>3131</b>	Unlawful dissemination of intimate image	M1, <b>M2</b>	

### Abortion

<b>3218</b>	False statements - abortion	<b>M2, M3</b>	
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## Article D - Offenses Against the Family (Code Sections 4301-4305)

<b>§ 4301. Bigamy</b>		<b>M2</b>	
<b>§ 4302. Incest</b>		F2	
<b>§ 4303. Concealing Death of Child</b>		M1	
<b>§ 4304. Endangering Welfare of Children</b>		F1, F2, F3, M1	In the 90s and earlier, EWOC could be an M2- check file.
<b>§ 4305. Dealing in Infant Children</b>		M1	

## Article E - Offenses against Public Administration

<b>4915.1</b>	Failure to comply with registration requirements	F1, F,2, F3	15 year disqualifying conviction
<b>4915.2</b>	Failure to comply with registration requirements	F1, F,2, F3	15 year disqualifying conviction
<b>5122</b>	Weapons or implements for escape	M1	15 year disqualifying conviction

## Article F - Offenses Against Public Order and Decency

<b>5510</b>	Abuse of corpse	<b>M2</b>	15 year disqualifying conviction
<b>5515</b>	Prohibited paramilitary training	M1	15 year disqualifying conviction
<b>5902(b)</b>	Promoting prostitution	F3, <b>M2</b>	Registration required where promoted prostitution of a minor. Otherwise, M2 can be sealed, by petition only.

<b>5902(b.1)</b>	Promoting prostitution of minor	F3	Tier II sexual offense; may require registration
<b>5903(a)(3)(ii)</b>	Design or publish obscene materials with minor	F3, M1	Tier II sexual offense; may require registration
<b>5903(a)(4)(ii)</b>	Advertising obscene materials with minor	F3, M1	Tier II sexual offense; may require registration
<b>5903(a)(5)(ii)</b>	Presenting obscene performance with minor	F3, M1	Tier II sexual offense; may require registration
<b>5903(a)(6)</b>	Hiring minor for subsection (a) violation	F3, M1	Tier II sexual offense; may require registration

## Chapter 61 - Firearms and Other Dangerous Articles (Code Sections 6100 - 6122)

<b>6105</b>	Persons not to possess, use, manufacture, control, sell or transfer firearms	F1, F2, M1, <b>M3</b>	M3 can be sealed, by petition only
<b>6106</b>	Firearms not to be carried without a license	F3, M1	
<b>6106.1</b>	Carrying loaded weapons other than firearms	<b>S</b>	S eligible for auto or petition sealing
<b>6107</b>	Prohibited conduct during emergency	M1	
<b>6108</b>	Carrying firearm on public streets - Philadelphia	M1	
<b>6110.1</b>	Possession of firearm by minor	F3	
<b>6011.2</b>	Possession of firearm with altered manufacturer's number	F2	
<b>6111</b>	Sale or transfer of firearms	F2, F3, <b>M2</b>	M2 can be sealed, by petition only
<b>6115</b>	Loans on, or lending or giving firearms	M1	
<b>6117</b>	Altering or obliterating marks of identification	F2	
<b>6121</b>	Certain bullet prohibited	F3	
<b>6122</b>	Proof of license	M1	

## Chapter 63 - Minors

<b>6301(a)(1)</b>	Corruption of minors	F3, M1, <b>S</b>	F3 is a Tier I sexual offense; M1 is excluded conviction; S eligible for auto or petition sealing
<b>6312</b>	Sexual abuse of children	F1, F2, F3	Tier I and II sexual offenses; requires registration
<b>6318</b>	Unlawful contact with minor	F3, M1, S	Tier II sexual offense; requires registration; S eligible for auto or petition sealing
<b>6320</b>	Sexual exploitation of children	F2, F3	Tier II sexual offense; requires registration

## Chapter 75 - Other Offenses

<b>7507.1</b>	Invasion of privacy	M2, M3	Can be sealed, by petition only
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## Federal Offenses - Title 18 U.S.C. - disqualify sealing if conviction in last 20 years

1591	Sex trafficking of children	Tier II sexual offense
1801	Video voyeurism	Tier I sexual offense
2241	Aggravated sexual abuse	Tier III sexual offense
2242	Sexual abuse	Tier III sexual offense
2243	Sexual abuse of minor or ward	Tier II sexual offense
2244	Abusive sexual conduct, victim below 18 years of age	Tier II or III sexual offense
2251	Sexual exploitation of children	Tier II sexual offense
2251A	Selling or buying of children	Tier II sexual offense
2252	Certain activities relating to material involving the sexual exploitation of minors	Tier I or II sexual offense
2252A	Certain activities relating to material constituting or containing child pornography	Tier I sexual offense
2252B	Misleading domain names on the Internet	Tier I sexual offense
2252C	Misleading words or digital images on the Internet	Tier I sexual offense
2260	Sexually explicit depictions of minor for importation to United States	Tier II sexual offense
2421	Transportation, generally	Tier II sexual offense
2422(a), (b)	Coercion and enticement	Tier I or II sexual offense
2423(a), (b)	Transportation of minors	Tier I or II sexual offense
2423(c)	Illicit sexual conduct in foreign places	Tier I sexual offense
2424	Filing factual statement about alien individual	Tier I sexual offense
2425	Interstate facilities to transmit information about a minor	Tier I sexual offense

## Other jurisdictions or foreign countries - disqualify sealing if conviction in last 20 years

	A comparable military offense or similar offense under the laws of another jurisdiction or foreign country or under a former PA law	Tier I, II or III sexual offense
	A conviction in another jurisdiction or foreign country that requires sex offender registration	Tier I sexual offense

**Prepared by Community Legal Services, Inc., Philadelphia, PA  
(1/26/2024)**



# ARD EXPUNGEMENT

## CHECKLIST: ARD EXPUNGEMENT

This checklist will help you track your progress in completing your ARD expungement petition. The list is designed to be completed in numerical order.

1. Read this entire section
2. Complete the following forms:
  - Form CRC-01 – Order for ARD Expungement and Dismissal
  - Form CRC-02 - Defendant’s Petition for ARD Expungement and Order for Dismissal
    - Exhibit A - Defendant’s Affidavit Supporting Petition for ARD Expungement
    - Exhibit B - Certification of Defendant’s Satisfactory Completion of ARD Program by Agency or Person Charged with Supervision
3. Make copies of everything (typically you need one original + 1 copy)
4. Get your filing fee ready: \$137.00 (cash, credit / debit card, and money orders)  
**If you cannot afford to pay the fee, use the In Forma Pauperis (IFP) Petition (CRIMINAL FILINGS ONLY) Packet with your ARD Expungement Petition to request the fees be waived**
5. File your forms in the Clerk of Courts Office; they will send an electronic copy to the Lancaster County District Attorney’s Office
6. Wait for your copy of the judge’s decision to be delivered in the mail

## FORMS: ARD EXPUNGEMENT

	<b><u>NAME OF FORM</u></b>
<b>CRC-01</b>	ORDER FOR ARD EXPUNGEMENT AND DISMISSAL
<b>CRC-02</b>	DEFENDANT'S PETITION FOR ARD EXPUNGEMENT AND ORDER FOR DISMISSAL

# INSTRUCTIONS TO COMPLETE FORMS:

## ARD EXPUNGEMENT

### **FORM CRC-01 – ORDER FOR ARD EXPUNGEMENT AND DISMISSAL**

- Fill out the party information, docket number, and OTN at the top
- Leave the date on the first paragraph blank
- Answer questions 1 – 10, with the information from your case docket
- Do not sign the third page, that's for the judge and the clerk

### **FORM CM-02 – DEFENDANT'S PETITION FOR ARD EXPUNGEMENT AND ORDER FOR DISMISSAL**

- Fill out the party information, docket number, and OTN at the top
- Answer questions 1 – 9, with the information from your case docket
- Date, sign, and print your name on page 3
- Exhibit A: Defendant's Affidavit Supporting Petition
  - Fill out the party information, docket number, and OTN at the top
  - Take the form to a notary and have the notary witness your signature.
- Exhibit B: Certification of Defendant's Satisfactory Completion
  - Take this form to your probation officer and ask them to complete it for you, then file it with your petition

IN THE COURT OF COMMON PLEAS OF LANCASTER COUNTY, PENNSYLVANIA  
CRIMINAL DIVISION

COMMONWEALTH OF PENNSYLVANIA

vs.

\_\_\_\_\_  
Defendant



DOCKET NO. \_\_\_\_\_

OTN: \_\_\_\_\_

**ORDER FOR ARD EXPUNGEMENT AND DISMISSAL**

**AND NOW**, this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_,  
upon consideration of Defendant's Petition for ARD Expungement and Order for Dismissal,  
the Court dismisses the proceedings against Defendant without adjudication of guilt, and  
orders that this prosecution shall not constitute a conviction for any purpose whatsoever,  
unless otherwise provided by law.

It is further **ORDERED** and **DECREED** that the Clerk of Courts of Lancaster County,  
the criminal justice agencies listed below, the Magisterial District Justice, and all other  
keepers of the criminal records in this case who are to be served with a copy of this Order,  
except the Pennsylvania Department of Transportation pursuant to the Vehicle Code, 75  
Pa.C.S. § 1534(b), shall expunge and destroy all arrest records, files, and any other  
documents pertaining to the arrest or prosecution for the charge(s) listed below; pursuant  
to the Defendant's successful completion of Accelerated Rehabilitation Disposition (ARD);  
and to request, insofar as they are able, the return of such records that they have made  
available to federal and other state agencies, and the destruction of such records upon  
receipt thereof.

It is further **ORDERED** that the Clerk of Courts of Lancaster County shall make and  
transmit, within thirty (30) days receipt of this Order, an affidavit that such records have

been expunged and destroyed, together with the Court's expungement order, and that no copies thereof have been retained.

1. Identifying information of Defendant

(a) Defendant's name and all aliases that Defendant has used:

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(b) Defendant's address:

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(c) Defendant's date of birth:

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(d) Defendant's social security number:

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2. Name and address of Judge of the Court of Common Pleas who accepted the plea or heard the case:

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3. Name and mailing address of the affiant on the criminal complaint, if available:

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4. The Magisterial District Court docket number:

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5. The Court of Common Pleas docket number:

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6. The date of arrest / date of complaint and name of the criminal justice agency that made arrest, if available:

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7. Specific charge(s) to be expunged: (LIST ALL CHARGES)

- (a) \_\_\_\_\_
- (b) \_\_\_\_\_
- (c) \_\_\_\_\_
- (d) \_\_\_\_\_
- (e) \_\_\_\_\_

8. Disposition of charges (including sentence, fines and costs, restitution, and indicate if amount due has been paid):

**All ARD conditions are satisfied with fines, costs, and restitution paid in full.**

9. Reason(s) for expungement:

**Successful completion of the ARD Program and all its conditions, including payment in full of all fines, costs, and restitution.**

10. Criminal justice agencies upon which certified copies of this Order shall be served:

- \_\_\_\_\_ Administrative Office of Pennsylvania Courts
- \_\_\_\_\_ Federal Bureau of Investigation
- \_\_\_\_\_ Lancaster County Adult Probation and Parole Services
- \_\_\_\_\_ Lancaster County District Attorney
- \_\_\_\_\_ MDJ # \_\_\_\_\_
- \_\_\_\_\_ Pennsylvania State Police Repository
- \_\_\_\_\_ Pennsylvania State Police – Troop J – Lancaster, PA
- (or Local Police Department: \_\_\_\_\_)

BY THE COURT:

\_\_\_\_\_ J.

Attest: \_\_\_\_\_

CC: Defendant  
District Attorney

IN THE COURT OF COMMON PLEAS OF LANCASTER COUNTY, PENNSYLVANIA  
CRIMINAL DIVISION

COMMONWEALTH OF PENNSYLVANIA

vs.

\_\_\_\_\_  
Defendant

DOCKET NO. \_\_\_\_\_

OTN: \_\_\_\_\_

**DEFENDANT'S PETITION FOR ARD EXPUNGEMENT AND ORDER FOR DISMISSAL**

Pursuant to Pa.R.Crim.P. 319 and 320, Defendant, \_\_\_\_\_,  
(your name)  
pro se, having satisfactorily completed the terms and requirements of the Accelerated  
Rehabilitative Disposition (ARD) Program, and having paid all outstanding fines and costs  
associated with this action, respectfully requests this court issue an order dismissing the  
charges and expunging the record of this case.

In support, Defendant submits the following:

1. Defendant may also be known as: \_\_\_\_\_.  
(list all aliases)

2. Defendant's address is \_\_\_\_\_,  
(your address)

and date of birth is \_\_\_\_\_.  
(your date of birth)

3. Defendant's social security number is \_\_\_\_\_.  
(your social security number)

4. The Honorable \_\_\_\_\_, of the Lancaster County  
(name of judge)

Court of Common Pleas, 50 North Duke Street, Lancaster, PA, 17602, accepted

Defendant's plea or was the presiding judge.

5. On \_\_\_\_\_, Defendant was arrested by, or a complaint was  
(date of incident)

filed by: \_\_\_\_\_.  
(name of arresting agency)

6. On or about \_\_\_\_\_, Defendant, after accepting the  
(date of ARD placement)  
conditions and agreeing to comply with the terms of the program, was placed in the ARD  
Program for a period of \_\_\_\_\_ months.  
(length of ARD)

7. Defendant is requesting dismissal of criminal charges and expungement of criminal records for the following reason: **Successful completion of the ARD Program and all its conditions, including payment in full of all fines, costs, and restitution.**

In support thereof, Defendant has attached an affidavit, which is marked Exhibit A, as well as the Certification of Defendant's Satisfactory Completion of ARD Program by their assigned Lancaster County Adult Probation and Parole Services Probation Officer, or some other agency representative charged with supervising the Defendant's participation in the ARD Program, marked Exhibit B.

8. The disposition of Defendant's case also included fines, costs, and / or restitution, which have been paid in full.

9. The following criminal justice agencies shall be served with certified copies of the order:

- \_\_\_\_\_ Administrative Office of Pennsylvania Courts
- \_\_\_\_\_ Federal Bureau of Investigation
- \_\_\_\_\_ Lancaster County Adult Probation and Parole Services
- \_\_\_\_\_ Lancaster County District Attorney
- \_\_\_\_\_ MDJ # \_\_\_\_\_
- \_\_\_\_\_ Pennsylvania State Police Repository
- \_\_\_\_\_ Pennsylvania State Police – Troop J – Lancaster, PA
- \_\_\_\_\_ or Local Police Department \_\_\_\_\_

WHEREFORE, Defendant requests this Court enter an order dismissing the charges and granting expungement of this case.

Respectfully submitted,

Date: \_\_\_\_\_

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(print name)

**VERIFICATION**

I verify that the foregoing information is true and correct to the best of my knowledge, information, or belief. I understand that false statements herein are made subject to penalties of 18 Pa.C.S. § 4904, relating to unsworn falsification to authorities.

Respectfully submitted,

Date: \_\_\_\_\_

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(print name)

**EXHIBIT A**

**DEFENDANT’S AFFIDAVIT SUPPORTING  
PETITION FOR ARD EXPUNGEMENT  
AND ORDER FOR DISMISSAL**

IN THE COURT OF COMMON PLEAS OF LANCASTER COUNTY, PENNSYLVANIA  
CRIMINAL DIVISION

COMMONWEALTH OF PENNSYLVANIA

vs.

\_\_\_\_\_  
Defendant

DOCKET NO. \_\_\_\_\_

OTN: \_\_\_\_\_

**DEFENDANT'S AFFIDAVIT SUPPORTING PETITION FOR ARD EXPUNGEMENT  
AND ORDER FOR DISMISSAL**

I, \_\_\_\_\_, being duly affirmed according to the  
(your name)

law, do hereby depose and say that the facts contained herein are true and correct; that your Affiant is the named Defendant and makes this application requesting the Court enter an Order dismissing all charges in this case. Defendant further swears or affirms that the ARD Program has been satisfactorily completed, any costs, fines, and restitution have been paid, and all requirements and conditions have been met.

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(print name)

Commonwealth of Pennsylvania  
County of Lancaster  
Sworn to and subscribed before me this  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

**EXHIBIT B**

**CERTIFICATION OF DEFENDANT'S  
SATISFACTORY COMPLETION OF ARD  
PROGRAM BY AGENCY OR PERSON  
CHARGED WITH SUPERVISION**

IN THE COURT OF COMMON PLEAS OF LANCASTER COUNTY, PENNSYLVANIA  
CRIMINAL DIVISION

COMMONWEALTH OF PENNSYLVANIA

vs.

\_\_\_\_\_  
Defendant



DOCKET NO. \_\_\_\_\_

OTN: \_\_\_\_\_

**CERTIFICATION OF DEFENDANT'S SATISFACTORY COMPLETION OF ARD PROGRAM  
BY AGENCY OR PERSON CHARGED WITH SUPERVISION**

I, \_\_\_\_\_, am a Probation Officer with Lancaster  
(name of probation officer)

County Adult Probation and Parole Services in Lancaster, PA. I am aware of the case and  
file within our office concerning the Defendant, \_\_\_\_\_.  
(name of defendant)

I am also aware of the terms and conditions imposed upon the Defendant by the  
Court of Common Pleas of Lancaster County in this matter and certify that Defendant has  
complied with all terms and conditions of probation and the ARD Program and has fully  
paid all fines, costs, and restitution associated with this case.

Date: \_\_\_\_\_

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(print name)

# SUMMARY CONVICTION EXPUNGEMENT

## CHECKLIST: SUMMARY CONVICTION EXPUNGEMENT

This checklist will help you track your progress in completing your summary conviction expungement petition. The list is designed to be completed in numerical order.

- \_\_\_ 1. Read this entire section
- \_\_\_ 2. Complete the following forms:
  - Form CRC-03 – Order for Summary Judgement Expungement and Dismissal
  - Form CRC-04 – Defendant’s Petition for Summary Expungement and Order for Dismissal
- \_\_\_ 3. Get a copy of your Pennsylvania State Police Criminal History

You can request your Pennsylvania State Police Criminal History from the PATCH site (<https://epatch.pa.gov/>) or use [Form SP 4-164](#) (see p. 41), and mail it. An individual background check is \$22. You are not required to submit a notarized copy

**If you cannot afford to pay the fee, use the In Forma Pauperis (IFP) Petition (CRIMINAL FILINGS ONLY) Packet. Complete and include Exhibit B, Defendant’s Request to Waive Pennsylvania State Police Criminal History Requirement for Criminal Record Clearing, with your Summary Expungement Petition and request this requirement be waived**
- \_\_\_ 4. Make copies of everything (typically you need one original + 1 copy)
- \_\_\_ 5. Get your filing fee ready: \$137.00 (cash, credit / debit card, and money orders)

**If you cannot afford to pay the fee, use the In Forma Pauperis (IFP) Petition (CRIMINAL FILINGS ONLY) Packet with your Summary Expungement Petition to request the fees be waived**

File your forms and criminal history in the Clerk of Courts Office; they will send an
- \_\_\_ 6. electronic copy to the Lancaster County District Attorney’s Office
- \_\_\_ 7. Wait for your copy of the judge’s decision to be delivered in the mail

## FORMS: SUMMARY CONVICTION EXPUNGEMENT

	<b><u>NAME OF FORM</u></b>
<b>CRC-03</b>	ORDER FOR SUMMARY JUDGEMENT EXPUNGEMENT AND DISMISSAL
<b>CRC-04</b>	DEFENDANT'S PETITION FOR SUMMARY EXPUNGEMENT AND ORDER FOR DISMISSAL
<b>SP 4-164</b>	REQUEST FOR CRIMINAL RECORD CHECK

# INSTRUCTIONS TO COMPLETE FORMS: **SUMMARY CONVICTION EXPUNGEMENT**

## **FORM CRC-03 – ORDER FOR SUMMARY EXPUNGEMENT AND DISMISSAL**

- Fill out the party information, docket number, and OTN at the top
- Leave the date in the first paragraph blank
- Answer questions 1 – 9, with the information from your case docket
- Do not sign the third page, that's for the judge and the clerk

## **FORM CRC-04 – DEFENDANT'S PETITION FOR SUMMARY EXPUNGEMENT AND ORDER FOR DISMISSAL**

- Fill out the party information, docket number, and OTN at the top
- Answer questions 1 – 9, with the information from your case docket
- Date, sign, and print your name on page 3

IN THE COURT OF COMMON PLEAS OF LANCASTER COUNTY, PENNSYLVANIA  
CRIMINAL DIVISION

COMMONWEALTH OF PENNSYLVANIA

vs.

DOCKET NO. \_\_\_\_\_

OTN: \_\_\_\_\_

\_\_\_\_\_  
Defendant

**ORDER FOR SUMMARY EXPUNGEMENT AND DISMISSAL**

**AND NOW**, this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_,  
upon consideration of Defendant's Petition for Summary Expungement and Order for  
Dismissal, it is **ORDERED** that the Petition is **GRANTED / DENIED**.

- 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 \_\_\_\_\_.  
(name of defendant)
- 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 these proceedings.

Pursuant to Pa.R.Crim.P. 490, Defendant provides the following information:

1. Identifying information of Defendant

- (a) Defendant's name and all aliases that Defendant has used:

\_\_\_\_\_  
\_\_\_\_\_

- (b) Defendant's address:

\_\_\_\_\_  
\_\_\_\_\_

(c) Defendant's date of birth:

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(d) Defendant's social security number:

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2. Name and address of Judge of the Magisterial District Court who accepted the plea or heard the case:

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3. Name and mailing address of the affiant on the criminal complaint, if available:

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4. The Magisterial District Court docket number:

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5. The date of arrest / date of complaint or citation and name of the criminal justice agency that made arrest, if available:

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6. Specific charge(s) to be expunged and applicable dispositions (attach additional sheets if necessary):

	Title	Section	Subsection	Description	Count(s)	Grading	Disposition
(a)							
(b)							
(c)							
(d)							
(e)							

7. If the sentence imposed included a fine, cost, or restitution, has the amount been paid?  YES  NO

8. Reason(s) for expungement:

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9. Criminal justice agencies upon which certified copies of this Order shall be served:

\_\_\_\_\_ Administrative Office of Pennsylvania Courts

\_\_\_\_\_ Federal Bureau of Investigation

\_\_\_\_\_ Lancaster County Adult Probation and Parole Services

\_\_\_\_\_ Lancaster County District Attorney

\_\_\_\_\_ MDJ # \_\_\_\_\_

\_\_\_\_\_ Pennsylvania State Police Repository

\_\_\_\_\_ Pennsylvania State Police – Troop J – Lancaster, PA

or Local Police Department: \_\_\_\_\_

BY THE COURT:

\_\_\_\_\_  
J.

Attest: \_\_\_\_\_

CC: Defendant  
District Attorney

IN THE COURT OF COMMON PLEAS OF LANCASTER COUNTY, PENNSYLVANIA  
CRIMINAL DIVISION

COMMONWEALTH OF PENNSYLVANIA

vs.

\_\_\_\_\_  
Defendant

DOCKET NO. \_\_\_\_\_

OTN: \_\_\_\_\_

**DEFENDANT'S PETITION FOR SUMMARY EXPUNGEMENT AND ORDER FOR DISMISSAL**

Pursuant to Pa.R.Crim.P. 490, Defendant, \_\_\_\_\_, pro se,  
(your name)  
respectfully requests that this petition for summary expungement and order for dismissal  
be granted. In support, Defendant submits the following:

1. Defendant may also be known as: \_\_\_\_\_.  
(list all aliases)

2. Defendant's address is \_\_\_\_\_,  
(your address)

and date of birth is \_\_\_\_\_.  
(your date of birth)

3. Defendant's social security number is \_\_\_\_\_.  
(your social security number)

4. The Honorable \_\_\_\_\_, of the Lancaster County  
(name of judge)

Magisterial District Court, 50 North Duke Street, Lancaster, PA, 17602, accepted

Defendant's plea or was the presiding judge.

5. On \_\_\_\_\_, Defendant was arrested by, or a complaint was  
(date of incident)

filed by: \_\_\_\_\_.  
(name of arresting agency)

6. If the sentence imposed included a fine, cost, or restitution, has the amount been paid?  YES  NO

7. Defendant is requesting dismissal of criminal charges and expungement of criminal records for the following reason(s):

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8.  I **HAVE** attached a copy of my Pennsylvania State Police Criminal History, which I have obtained within 60 days before filing this petition.

I **HAVE NOT** attached a copy of my Pennsylvania State Police Criminal History, which I have obtained within 60 days before filing this petition, for the following reason(s):

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9. The following criminal justice agencies shall be served with certified copies of the order:

- \_\_\_\_\_ Administrative Office of Pennsylvania Courts
- \_\_\_\_\_ Federal Bureau of Investigation
- \_\_\_\_\_ Lancaster County Adult Probation and Parole Services
- \_\_\_\_\_ Lancaster County District Attorney
- \_\_\_\_\_ MDJ # \_\_\_\_\_
- \_\_\_\_\_ Pennsylvania State Police Repository
- \_\_\_\_\_ Pennsylvania State Police – Troop J – Lancaster, PA
- \_\_\_\_\_ or Local Police Department \_\_\_\_\_

WHEREFORE, Defendant requests this Court enter an order dismissing the charges and granting expungement of this case.

Respectfully submitted,

Date: \_\_\_\_\_

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(print name)

**VERIFICATION**

I verify that the foregoing information is true and correct to the best of my knowledge, information, or belief. I understand that false statements herein are made subject to penalties of 18 Pa.C.S. § 4904, relating to unsworn falsification to authorities.

Respectfully submitted,

Date: \_\_\_\_\_

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(print name)

**PENNSYLVANIA STATE POLICE  
REQUEST FOR CRIMINAL RECORD CHECK  
1-888-QUERYPA (1-888-783-7972)**

This form is to be completed in ink by the requester – (information will be mailed to the requester only). If this form is not legible or not properly completed, it will be returned unprocessed to the requester.

**TRY OUR WEBSITE FOR A QUICKER RESPONSE**  
<https://epatch.pa.gov>

REQUESTER NAME	
ADDRESS	
CITY/STATE/ZIP CODE	
TELEPHONE NO. (AREA CODE)	

<b>FOR CENTRAL REPOSITORY USE ONLY CONTROL NUMBER</b>
<b>AFTER COMPLETION MAIL TO:</b> PENNSYLVANIA STATE POLICE CENTRAL REPOSITORY – 164 1800 ELMERTON AVENUE HARRISBURG, PA 17110-9758  <b>DO NOT SEND CASH OR PERSONAL CHECK</b>
<b>CHECK ONE BLOCK</b> <input type="checkbox"/> INDIVIDUAL/NONCRIMINAL JUSTICE AGENCY – ENCLOSE A CERTIFIED CHECK/MONEY ORDER IN THE AMOUNT OF \$22.00, PAYABLE TO: <u>“COMMONWEALTH OF PENNSYLVANIA”</u> THE FEE IS NONREFUNDABLE  <input type="checkbox"/> NOTARIZED INDIVIDUAL/NONCRIMINAL JUSTICE AGENCY – ENCLOSE A CERTIFIED CHECK/MONEY ORDER IN THE AMOUNT OF \$27.00, PAYABLE TO: <u>“COMMONWEALTH OF PENNSYLVANIA”</u> THE FEE IS NONREFUNDABLE  <input type="checkbox"/> FEE EXEMPT-NONCRIMINAL JUSTICE AGENCY – NO FEE

<b>SUBJECT OF RECORD CHECK</b>				
(FIRST)	(MIDDLE)	(LAST)		
MAIDEN NAME AND/OR ALIASES	SOCIAL SECURITY NUMBER	DATE OF BIRTH (MM/DD/YYYY)	SEX	RACE

**The Pennsylvania State Police response will be based on the comparison of the data provided by the requester against the information contained in the files of the Pennsylvania State Police Central Repository only.**

**FEEES FOR REQUESTS - \$22.00. NOTARIZED FEE REQUESTS - \$27.00.  
\*\*\*MAKE ALL MONEY ORDERS PAYABLE TO: COMMONWEALTH OF PENNSYLVANIA \*\*\***

<b>REASON FOR REQUEST</b>				
◀◀◀◀◀CHECK THE BOX THAT MOST APPLIES TO THE PURPOSE OF THIS REQUEST▶▶▶▶▶				
<input type="checkbox"/>	<b>INTERNATIONAL ADOPTION - INTERNATIONAL ADOPTION MUST BE NOTARIZED AND MAILED IN. (\$27.00 FOR REQUEST)</b>			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>ADOPTION (DOMESTIC)</b>	<b>EMPLOYMENT</b>	<b>VISA</b>	<b>OTHER</b>	

**WARNING: 18 Pa.C.S. 4904(b) UNDER PENALTY OF LAW - MISIDENTIFICATION OR FALSE STATEMENTS OF IDENTITY TO OBTAIN CRIMINAL HISTORY INFORMATION OF ANOTHER IS PUNISHABLE AS AUTHORIZED BY LAW.**

# EXPUNGEMENT OF OTHER CRIMINAL CASES

## CHECKLIST: EXPUNGEMENT OF OTHER CRIMINAL CASES

This checklist will help you track your progress in completing your expungement petition. The list is designed to be completed in numerical order.

- \_\_\_ 1. Read this entire section
- \_\_\_ 2. Complete the following forms:
  - Form CRC-05 – Order for Expungement and Dismissal
  - Form CRC-06 – Defendant’s Petition for Order for Expungement and Dismissal
- \_\_\_ 3. Get a copy of your Pennsylvania State Police Criminal History

You can request your Pennsylvania State Police Criminal History from the PATCH site (<https://epatch.pa.gov/>) or use [Form SP 4-164](#) (see p. 41), and mail it. An individual background check is \$22. You are not required to submit a notarized copy

**If you cannot afford to pay the fee, use the In Forma Pauperis (IFP) Petition (CRIMINAL FILINGS ONLY) Packet. Complete and include Exhibit B, Defendant’s Request to Waive Pennsylvania State Police Criminal History Requirement for Criminal Record Clearing, with your Expungement Petition and request this requirement be waived**

- \_\_\_ 4. Make copies of everything (typically you need one original + 1 copy)
- \_\_\_ 5. Get your filing fee ready: \$137.00 (cash, credit / debit card, and money orders)

**If you cannot afford to pay the fee, use the In Forma Pauperis (IFP) Petition (CRIMINAL FILINGS ONLY) Packet with your Expungement Petition to request the fees be waived**

- \_\_\_ 6. File your forms and criminal history in the Clerk of Courts Office; they will send an electronic copy to the Lancaster County District Attorney’s Office
- \_\_\_ 7. Wait for your copy of the judge’s decision to be delivered in the mail

## FORMS: EXPUNGEMENT OF OTHER CRIMINAL CASES

	<u>NAME OF FORM</u>
<b>CRC-05</b>	ORDER FOR EXPUNGEMENT AND DISMISSAL
<b>CRC-06</b>	DEFENDANT'S PETITION FOR ORDER FOR EXPUNGEMENT AND DISMISSAL

**INSTRUCTIONS TO COMPLETE FORMS:**  
**EXPUNGEMENT OF OTHER CRIMINAL CASES**

**FORM CRC-05 – ORDER FOR EXPUNGEMENT AND DISMISSAL**

- Fill out the party information, docket number, and OTN at the top
- Leave the date in the first paragraph blank
- Answer questions 1 – 10, with the information from your case docket
- Do not sign the third page, that's for the judge and the clerk

**FORM CRC-06 – DEFENDANT'S PETITION FOR EXPUNGEMENT AND ORDER FOR DISMISSAL**

- Fill out the party information, docket number, and OTN at the top
- Answer questions 1 – 9, with the information from your case docket
- Date, sign, and print your name on page 3

IN THE COURT OF COMMON PLEAS OF LANCASTER COUNTY, PENNSYLVANIA  
CRIMINAL DIVISION

COMMONWEALTH OF PENNSYLVANIA

vs.

DOCKET NO. \_\_\_\_\_

OTN: \_\_\_\_\_

\_\_\_\_\_  
Defendant

**ORDER FOR EXPUNGEMENT AND DISMISSAL**

**AND NOW**, this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_,  
upon consideration of Defendant's Petition for Expungement and Order for Dismissal and  
pursuant to Pa.R.Crim.P. 790, it is **ORDERED** that the Petition is **GRANTED / DENIED**.

- 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 \_\_\_\_\_.  
(name of defendant)
- 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 these proceedings.

Pursuant to Pa.R.Crim.P. 790, Defendant provides the following information:

1. Identifying information of Defendant

- (a) Defendant's name and all aliases that Defendant has used:

\_\_\_\_\_  
\_\_\_\_\_

- (b) Defendant's address:

\_\_\_\_\_  
\_\_\_\_\_

(c) Defendant's date of birth:

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(d) Defendant's social security number:

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2. Name and address of Judge of the Court of Common Pleas who accepted the plea or heard the case:

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3. Name and mailing address of the affiant on the criminal complaint, if available:

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4. The Magisterial District Court docket number:

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5. The Court of Common Pleas docket number:

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6. The date of arrest / date of complaint or citation and name of the criminal justice agency that made arrest, if available:

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7. Specific charge(s) to be expunged and applicable dispositions (attach additional sheets if necessary):

	Title	Section	Subsection	Description	Count(s)	Grading	Disposition
(a)							
(b)							
(c)							
(d)							
(e)							

8. If the sentence imposed included a fine, cost, or restitution,  YES  NO  
has the amount been paid?

9. Reason(s) for expungement:

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10. Criminal justice agencies upon which certified copies of this Order shall be served:

\_\_\_\_\_ Administrative Office of Pennsylvania Courts

\_\_\_\_\_ Federal Bureau of Investigation

\_\_\_\_\_ Lancaster County Adult Probation and Parole Services

\_\_\_\_\_ Lancaster County District Attorney

\_\_\_\_\_ MDJ # \_\_\_\_\_

\_\_\_\_\_ Pennsylvania State Police Repository

\_\_\_\_\_ Pennsylvania State Police – Troop J – Lancaster, PA

or Local Police Department: \_\_\_\_\_

BY THE COURT:

\_\_\_\_\_  
J.

Attest: \_\_\_\_\_

CC: Defendant  
District Attorney

IN THE COURT OF COMMON PLEAS OF LANCASTER COUNTY, PENNSYLVANIA  
CRIMINAL DIVISION

COMMONWEALTH OF PENNSYLVANIA

vs.

\_\_\_\_\_  
Defendant

DOCKET NO. \_\_\_\_\_

OTN: \_\_\_\_\_

**DEFENDANT'S PETITION FOR EXPUNGEMENT AND ORDER FOR DISMISSAL**

Pursuant to Pa.R.Crim.P. 790, Defendant, \_\_\_\_\_, pro se,  
(your name)

respectfully requests that this petition for expungement and order for dismissal be granted.

In support, Defendant submits the following:

1. Defendant may also be known as: \_\_\_\_\_.  
(list all aliases)

2. Defendant's address is \_\_\_\_\_,  
(your address)

and date of birth is \_\_\_\_\_.  
(your date of birth)

3. Defendant's social security number is \_\_\_\_\_.  
(your social security number)

4. The Honorable \_\_\_\_\_, of the Lancaster County  
(name of judge)

Court of Common Pleas, 50 North Duke Street, Lancaster, PA, 17602, accepted

Defendant's plea or was the presiding judge.

5. On \_\_\_\_\_, Defendant was arrested by, or a complaint was  
(date of incident)

filed by: \_\_\_\_\_.  
(name of arresting agency)

6. If the sentence imposed included a fine, cost, or restitution, has the amount been paid?  YES  NO

7. Defendant is requesting dismissal of criminal charges and expungement of criminal records for the following reason(s):

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8.  I **HAVE** attached a copy of my Pennsylvania State Police Criminal History, which I have obtained within 60 days before filing this petition.

I **HAVE NOT** attached a copy of my Pennsylvania State Police Criminal History, which I have obtained within 60 days before filing this petition, for the following reason(s):

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9. The following criminal justice agencies shall be served with certified copies of the order:

- \_\_\_\_\_ Administrative Office of Pennsylvania Courts
- \_\_\_\_\_ Federal Bureau of Investigation
- \_\_\_\_\_ Lancaster County Adult Probation and Parole Services
- \_\_\_\_\_ Lancaster County District Attorney
- \_\_\_\_\_ MDJ # \_\_\_\_\_
- \_\_\_\_\_ Pennsylvania State Police Repository
- \_\_\_\_\_ Pennsylvania State Police – Troop J – Lancaster, PA
- \_\_\_\_\_ or Local Police Department \_\_\_\_\_

WHEREFORE, Defendant requests this Court enter an order dismissing the charges and granting expungement of this case.

Respectfully submitted,

Date: \_\_\_\_\_

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(print name)

**VERIFICATION**

I verify that the foregoing information is true and correct to the best of my knowledge, information, or belief. I understand that false statements herein are made subject to penalties of 18 Pa.C.S. § 4904, relating to unsworn falsification to authorities.

Respectfully submitted,

Date: \_\_\_\_\_

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(print name)

## LIMITED ACCESS / SEALING THE RECORD

### CHECKLIST: LIMITED ACCESS / SEALING THE RECORD

This checklist will help you track your progress in completing your limited access / sealing petition. The list is designed to be completed in numerical order.

- \_\_\_ 1. Read this entire section
- \_\_\_ 2. Complete the following forms:
  - Form CRC-07 – Order for Limited Access
  - Form CRC-08 – Defendant’s Petition for Order for Limited Access
- \_\_\_ 3. Get a copy of your Pennsylvania State Police Criminal History

You can request your Pennsylvania State Police Criminal History from the PATCH site (<https://epatch.pa.gov/>) or use [Form SP 4-164](#) (see p. 41), and mail it. An individual background check is \$22. You are not required to submit a notarized copy

**If you cannot afford to pay the fee, use the In Forma Pauperis (IFP) Petition (CRIMINAL FILINGS ONLY) Packet. Complete and include Exhibit B, Defendant’s Request to Waive Pennsylvania State Police Criminal History Requirement for Criminal Record Clearing, with your Limited Access / Sealing Petition and request this requirement be waived**
- \_\_\_ 4. Make copies of everything (typically you need one original + 1 copy)
- \_\_\_ 5. Get your filing fee ready: \$137.00 (cash, credit / debit card, and money orders)

**If you cannot afford to pay the fee, use the In Forma Pauperis (IFP) Petition (CRIMINAL FILINGS ONLY) Packet with your Limited Access / Sealing Petition to request the fees be waived**

File your forms and criminal history in the Clerk of Courts Office; they will send an
- \_\_\_ 6. electronic copy to the Lancaster County District Attorney’s Office
- \_\_\_ 7. Wait for your copy of the judge’s decision to be delivered in the mail

## FORMS: LIMITED ACCESS / SEALING THE RECORD

	<u>NAME OF FORM</u>
<b>CRC-07</b>	ORDER FOR LIMITED ACCESS
<b>CRC-08</b>	DEFENDANT'S PETITION FOR ORDER FOR LIMITED ACCESS

**INSTRUCTIONS TO COMPLETE FORMS:**  
**LIMITED ACCESS / SEALING THE RECORD**

**FORM CRC-07 – ORDER FOR LIMITED ACCESS**

- Fill out the party information, docket number, and OTN at the top
- Leave the date in the first paragraph blank
- Answer questions 1 – 10, with the information from your case docket
- Do not sign the third page, that's for the judge and the clerk

**FORM CRC-08 – DEFENDANT'S PETITION FOR ORDER FOR LIMITED ACCESS**

- Fill out the party information, docket number, and OTN at the top
- Answer questions 1 – 9, with the information from your case docket
- Date, sign, and print your name on page 3

IN THE COURT OF COMMON PLEAS OF LANCASTER COUNTY, PENNSYLVANIA  
CRIMINAL DIVISION

COMMONWEALTH OF PENNSYLVANIA

vs.

DOCKET NO. \_\_\_\_\_

OTN: \_\_\_\_\_

\_\_\_\_\_  
Defendant

**ORDER FOR LIMITED ACCESS**

**AND NOW**, this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_,  
upon consideration of Defendant's Petition for Limited Access, it is **ORDERED** that the  
Petition is **GRANTED / DENIED**.

- The criminal charges in the above-captioned case are subject to limited access pursuant to Pa.R.Crim.P. 791.
- The Defendant's criminal record history information that is subject to limited access shall not be disseminated to an individual, a noncriminal justice agency, or an internet website, and dissemination of the defendant's criminal history is limited only to a criminal justice agency or government agency as provided in 18 Pa.C.S. § 9122.1.
- This case qualifies for a limited access order and none of the exceptions under 18 Pa.C.S. § 9122(b) are applicable.

Pursuant to Pa.R.Crim.P. 791, Defendant provides the following information:

1. Identifying information of Defendant

- (a) Defendant's name and all aliases that Defendant has used:

\_\_\_\_\_  
\_\_\_\_\_

- (b) Defendant's address:

\_\_\_\_\_  
\_\_\_\_\_

(c) Defendant's date of birth:

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(d) Defendant's social security number:

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2. Name and address of Judge of the Court of Common Pleas who accepted the plea or heard the case:

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3. Name and mailing address of the affiant on the criminal complaint, if available:

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4. The Magisterial District Court docket number:

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5. The Court of Common Pleas docket number:

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6. The date of arrest / date of complaint or citation and name of the criminal justice agency that made arrest, if available:

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---

7. Specific charge(s) subject to limited access and applicable dispositions (attach additional sheets if necessary):

	Title	Section	Subsection	Description	Count(s)	Grading	Disposition
(a)							
(b)							
(c)							
(d)							
(e)							

8. If the sentence imposed included a fine, cost, or restitution,  YES  NO  
has the amount been paid?

9. Reason(s) for limited access:

\_\_\_\_\_  
\_\_\_\_\_

10. Criminal justice agencies upon which certified copies of this Order shall be served:

\_\_\_\_\_ Administrative Office of Pennsylvania Courts

\_\_\_\_\_ Federal Bureau of Investigation

\_\_\_\_\_ Lancaster County Adult Probation and Parole Services

\_\_\_\_\_ Lancaster County District Attorney

\_\_\_\_\_ MDJ # \_\_\_\_\_

\_\_\_\_\_ Pennsylvania State Police Repository

\_\_\_\_\_ Pennsylvania State Police – Troop J – Lancaster, PA

or Local Police Department: \_\_\_\_\_

BY THE COURT:

\_\_\_\_\_  
J.

Attest: \_\_\_\_\_

CC: Defendant  
District Attorney

IN THE COURT OF COMMON PLEAS OF LANCASTER COUNTY, PENNSYLVANIA  
CRIMINAL DIVISION

COMMONWEALTH OF PENNSYLVANIA

vs.

\_\_\_\_\_  
Defendant



DOCKET NO. \_\_\_\_\_

OTN: \_\_\_\_\_

**DEFENDANT'S PETITION FOR LIMITED ACCESS**

Pursuant to Pa.R.Crim.P. 791, Defendant, \_\_\_\_\_, pro se,  
(your name)  
respectfully requests that this petition for limited access be granted. In support, Defendant  
submits the following:

1. Defendant may also be known as: \_\_\_\_\_.  
(list all aliases)

2. Defendant's address is \_\_\_\_\_,  
(your address)

and date of birth is \_\_\_\_\_.  
(your date of birth)

3. Defendant's social security number is \_\_\_\_\_.  
(your social security number)

4. The Honorable \_\_\_\_\_, of the Lancaster County  
(name of judge)

Court of Common Pleas, 50 North Duke Street, Lancaster, PA, 17602, accepted

Defendant's plea or was the presiding judge.

5. On \_\_\_\_\_, Defendant was arrested by, or a complaint was  
(date of incident)

filed by: \_\_\_\_\_.  
(name of arresting agency)

6. If the sentence imposed included a fine, cost, or restitution, has the amount been paid?  YES  NO

7. Defendant is requesting dismissal of criminal charges and expungement of criminal records for the following reason(s):

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8.  I **HAVE** attached a copy of my Pennsylvania State Police Criminal History, which I have obtained within 60 days before filing this petition.

I **HAVE NOT** attached a copy of my Pennsylvania State Police Criminal History, which I have obtained within 60 days before filing this petition, for the following reason(s):

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9. The following criminal justice agencies shall be served with certified copies of the order:

- \_\_\_\_\_ Administrative Office of Pennsylvania Courts
- \_\_\_\_\_ Federal Bureau of Investigation
- \_\_\_\_\_ Lancaster County Adult Probation and Parole Services
- \_\_\_\_\_ Lancaster County District Attorney
- \_\_\_\_\_ MDJ # \_\_\_\_\_
- \_\_\_\_\_ Pennsylvania State Police Repository
- \_\_\_\_\_ Pennsylvania State Police – Troop J – Lancaster, PA
- \_\_\_\_\_ or Local Police Department \_\_\_\_\_

WHEREFORE, Defendant requests this Court enter an order for limited access pursuant to Pa.R.Crim.P. 791.

Respectfully submitted,

Date: \_\_\_\_\_

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(print name)

**VERIFICATION**

I verify that the foregoing information is true and correct to the best of my knowledge, information, or belief. I understand that false statements herein are made subject to penalties of 18 Pa.C.S. § 4904, relating to unsworn falsification to authorities.

Respectfully submitted,

Date: \_\_\_\_\_

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(print name)

# PARDONS

**VISIT THE PA BOARD OF PARDONS WEBSITE FOR INFORMATION,  
TO APPLY ONLINE, OR DOWNLOAD / PRINT AN APPLICATION:**

<https://www.pa.gov/services/bop/apply-for-clemency>



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Services > Apply for Clemency

BOARD OF PARDONS

## Apply for Clemency

If you are convicted of a crime, you may apply for clemency to request forgiveness. Clemency is the process by which the Governor grants mercy for a crime by erasing your conviction or reducing your prison or parole sentence.

[Apply online →](#)

[Download the PDF application →](#)

### On this page

- About clemency
- Reasons to apply
- Application process
- Prepare your application
- How to apply
- Mail your application or request for application
- Contact us

### About clemency

There are two types of clemency granted in Pennsylvania, pardons and commutations.

### Pardons

A pardon can relieve applicants of the consequences of conviction for a crime. A pardon is considered total forgiveness from the Commonwealth. It restores the rights and privileges forfeited on account of the offense. After you are pardoned, you can deny that you were ever convicted of the crime on future job applications.

### Commutations