

<b>STATE OF ILLINOIS, CIRCUIT COURT</b>  _____ COUNTY	<b>REQUEST TO EXPUNGE &amp; IMPOUND CRIMINAL RECORDS</b>	<i>For Court Use Only</i>
<b>Instructions ▼</b> Enter above the county name where you will file this case.  Enter your name, birth date, race, and gender. List any other names you used when arrested.  If the Clerk gave you a new case number, enter it to the right.  Enter the number for all eligible arrests and charges on your criminal record in this county. If an arrest did not result in formal charges, enter the arrest number.	Request of: _____  <b>Your name</b> <i>(First, middle, last name)</i> _____  <b>Date of birth</b> <b>Race</b> <b>Gender</b> _____  <b>Arrest or Case Numbers of all Eligible Criminal Offenses on your Record in this County:</b> _____ _____ _____ _____	_____  <b>Case Number</b> <i>(if the Clerk assigns a new number)</i> _____

If you have more than 15 eligible arrests or charges list them on one or more *Additional Arrests or Cases for Expungement & Sealing* forms.

See pages 9 – 12 of the *How to Expunge or Seal a Criminal Record* for help with filling out this table.

In **1**, enter the first 15 eligible arrests or charges on your record.  
*See How to Expunge or Seal a Criminal Record* to make sure all of your cases can be erased by expunging your record.

In **1**, check the box if you listed additional eligible arrests or charges on one or more *Additional Arrests or Cases for Expungement & Sealing* form.

In **2**, enter your current address.

- I ask the Court to expunge and impound the following arrests or charges from the records of the Arresting Agency, the Circuit Clerk, and the Illinois State Police. I was arrested, or charged without being arrested, on the dates and for the offenses listed below:

1	Arrest or Case Number	Arresting Agency	Charge	Date of Arrest
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

I have listed additional arrests or cases on the attached *Additional Arrests or Cases for Expungement & Sealing* form.

- My mailing address is: \_\_\_\_\_  
*Street, Apt.*

\_\_\_\_\_  
*City State ZIP*

In **3**, enter a phone number where you can be reached.

**4** must be true for you to use this form. You cannot ask for expungement if you have been charged with a crime and the case is not over.

In **5-12**, check ALL boxes that apply.

In **5**, you cannot expunge a criminal conviction unless one of the special situations listed under checkboxes a, b, c, or d describes your case.

In **9**, your record must specifically state that you had Qualified Probation. It might also be called 410, 710, 1410, or TASC probation.

In **10**, if you got supervision for any case, 5 years must have passed for:  
 • Domestic Battery;  
 • Criminal Sexual Abuse;  
 • Driving without Insurance;  
 • Driving with registration suspended for Non-Insurance;  
 • Display of False Insurance Card;  
 • Scrap Processors to Keep Records; OR  
 2 years must pass for all other crimes (except those listed in 11, which can never be expunged).

Under the Code of Civil Procedure, [735 ILCS 5/1-109](#), making a statement on this form that you know to be false is perjury, a Class 3 Felony.

Enter your name, address, and phone number.

Leave Attorney No. blank if an attorney did not fill out form.

**DO NOT** fill in the box to the right.

3. A phone number where I can be reached is: \_\_\_\_\_
4. There are no criminal charges currently pending against me anywhere.
5. I was not convicted of any offenses I want to expunge, unless:
- a.  I was convicted, but the conviction was reversed or vacated; OR
  - b.  I received a pardon from the Governor of the State of Illinois allowing expungement. (*Attach a copy of the pardon.*); OR
  - c.  I received a Certificate of Eligibility for Expungement by the Prisoner Review Board. (*Attach a copy of the Certificate.*); OR
  - d.  I was found factually innocent in the case I am asking to expunge.
6.  For at least one case, I was arrested and released, and no charges were filed against me.
7.  For at least one case, I was arrested for a minor traffic offense and released from custody without being charged.
8.  For at least one case, I was charged, but was later acquitted, or released without being convicted.
9.  For at least one case, I received a sentence of Qualified Probation; AND
- a. At least 5 years have passed since my Qualified Probation ended satisfactorily; AND
  - b. I have attached the results of a drug test that I passed within the last 30 days.
10.  For at least one case, I received a sentence of supervision; AND
- a.  For certain offenses listed in the law, at least 5 years have passed since I completed my supervision successfully; OR
  - b.  At least 2 years have passed since I completed my supervision.
11.  I am NOT seeking to expunge any arrests or charges that resulted in supervision for:
- a. Driving Under the Influence; OR
  - b. Any sexual offense against a person under the age of 18; OR
  - c. Reckless Driving when I was 25 years of age or older.
12.  For at least one case, I received a sentence of supervision for Reckless Driving; AND
- a. I was under the age of 25 when the offense was committed; AND
  - b. I have no other convictions for driving under the influence or reckless driving and I am now 25 or older.

**I certify that everything in the *Request* is true and correct. I understand making a false statement on this form is perjury and has penalties provided by law under [735 ILCS 5/1-109](#).**

\_\_\_\_\_  
Your Signature

\_\_\_\_\_  
Date

Prepared by: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 City, State, ZIP: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_  
 Attorney No.: \_\_\_\_\_

<i>For official use only</i>	
State's Attorney/Prosecutor/ISP/Arresting Agency/Chief Local Legal Officer:	
Received on:	