

Written Notice Regarding Sealing and Expungement of Records for Juveniles

See Ohio Revised Code § 2151.356

1. You may apply to this Court for an order to seal your record six (6) months after the termination of any order made by the court or unconditional discharge from a court ordered facility or an institutional commitment or upon your eighteenth (18) birthday.
2. An application to seal your record may be granted by the court if you have been rehabilitated to a satisfactory degree and if certain conditions do not preclude the sealing of your record.
3. "Seal a record" means to remove a record from the main field of similar records and to secure it in a separate file that contains only sealed records accessible only to the juvenile court.
4. After a record is sealed, you properly may, and the court shall, respond to any inquiry as if the sealed arrest, the taking into custody and the court proceedings did not occur and that no record exists.
5. After your record has been sealed your record will automatically be expunged after a period of five (5) years or age 23 whichever is earlier. You may apply to the court to have the sealed record expunged sooner.
6. "Expunge" means to destroy, delete, and erase a record, as appropriate for the record's physical or electronic form or characteristic, so that the record is permanently irretrievable.
7. Applications may be filed with the juvenile court clerk presently located at 209 West Main Cross Street, Findlay. Application forms are available at the clerk's office.