



MARION COUNTY PUBLIC DEFENDER AGENCY

2605 E. 25TH STREET, SUITE 100

INDIANAPOLIS, INDIANA 46218

PHONE (317) 327-8207 FAX (317) 327-3806

ROBERT J. HILL
Public Defender

JUVENILE EXPUNGEMENT PACKET

It is possible to have your juvenile court record expunged. What does it mean to have your record expunged? This means you can get your juvenile arrest history and delinquency history deleted.

If you get an expungement the court will destroy your juvenile records or give them to you. This may help you when applying for jobs, the military, housing or college.

You can request expungement at any time. This packet will tell you how to apply for expungement and includes the form that you fill out to start the process.

The court will not grant an expungement for everyone who asks. But this packet will give you helpful tips to improve your chance of success.



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FREQUENTLY ASKED QUESTIONS

What is the first step?

Fill out the Application for Expungement of Records form. This form is on the last page of this packet. Turn in your form to the Marion County Juvenile Clerk's Office on the 3rd Floor of the Juvenile Justice Center at 2451 N. Keystone Ave. Indianapolis, IN.

What happens next?

The court will review your application. Sometimes the court will grant your expungement without a court hearing. If this happens you will get a letter in the mail telling you that your expungement is granted. If the court wants to hear from you in person before deciding whether or not to expunge your records, you will get a letter in the mail telling you when your court date is. It is very important that you show up on at the Juvenile Justice Center on this court date.

Do I need a lawyer?

You do not have to have a lawyer, but you can hire one to represent you if you want.

I can't afford a lawyer. Can I get a court- appointed lawyer?

Yes, the court can appoint a court-appointed lawyer for you. This person is called a Public Defender.

How much does it cost?

There is cost no for expungement.

Why should I expunge my records?

You may want to apply for a job, the military, college, housing or just put a bad decision behind you. Youth make mistakes and the law allows you an opportunity to ask the court to expunge your record.



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Once the judge orders my records expunged, how long does it take for my records to be destroyed or given to me?

The court must order the police and any one that worked with you because of your connection to the police or court to send their records to the court. Typically, it takes 6-8 weeks for all the records.

Can I apply again if my expungement is denied?

Yes, there is no limit in the Juvenile law on how many times you can apply .

How old do I have to be to apply?

There is no specific age you have to be to apply. However, the court is more likely to grant your request if you are 18 or older.

Can I apply if I am on probation?

Yes, but it is unlikely that the court will expunge your juvenile record if you are still on probation.

What should I bring to the court hearing?

Anything that you think might be helpful. Some examples include: high school diploma, proof of GED, letter from your employer, letter from a character reference, letter from a military recruiter, or any awards you may have received. You may also bring people who can tell the court about you and the good things you are doing with your life.

What if I lose the application or it gets torn or dirty, can I get another copy?

You may get another one from the Clerk's Office or the Public Defender Agency, Juvenile Division.



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HELPFUL TIPS

Bring things that are helpful to show the court at your expungement hearing. For example:

- Report card
- High school diploma
- Proof of GED
- Pay stub
- Reference letter from your employer, teacher, pastor, mentor or coach
- Awards you have earned
- College acceptance letter or class schedule
- Things you think help show the judge you are making better choices and doing well
- People who can tell the court about you and the good things you are doing with your life

Be prepared to tell the judge why you want your record expunged. There is no right or wrong answer. But the judge will want to know why this is important to you.

Dress appropriately. If you own or can borrow a suit or other dress clothes, this is the time to come to court looking your best.



Marion County Clerk's Office
Juvenile Division
2451 N. Keystone
Indianapolis, IN 46218
317-327-8300

APPLICATION FOR EXPUNGEMENT OF RECORDS

Name: _____

Address: _____

Birthday: _____ Birthplace: _____ SSN: _____

Phone: _____ Marital Status: Single Married Divorced

How long have you resided in Indianapolis? _____ If you have lived outside of Marion County, list name of City, County, State and length of residency for each location: _____

Have you served in the Armed Forces? Yes No If yes, please indicate which branch, date of service and type of discharge: _____

Work Experience: Current Employer: _____

Date of employment: _____ Job Title: _____

Education History: Did you graduate from High School or obtain a GED? Yes No

If you did not graduate or obtain a GED, please indicate reason: _____

Did you attend College? Yes No Name of College: _____

Dates Attended: _____ Type of Degree Earned: _____

Arrest History

Have you ever been arrested outside of Marion County as a Juvenile? Yes No

If you answered Yes, please indicate where, dates and reason for referral: _____

Have you ever been arrested inside or outside of Marion County since you turned 18? Yes No

If you answered Yes, please indicate where, dates, and results of those arrests: _____

Have you ever been arrested for a traffic offense? Yes No

Do you currently have a valid driver's license? Yes No

Please state briefly (be specific) your reason for this court to expunge your record(s): _____

I affirm that the above information is true and correct to the best of my knowledge:

_____ Date

_____ Signature

PLEASE NOTE: THIS APPLICATION IS ONLY FOR EXPUNGEMENT OF JUVENILE ARRESTS IN MARION COUNTY; IF YOU HAVE JUVENILE ARRESTS IN OTHER COUNTIES YOU MUST APPLY TO EACH COUNTY INDIVIDUALLY.