

COURT OF COMMON PLEAS OF CENTRE COUNTY, PENNSYLVANIA
CRIMINAL DIVISION

INSTRUCTIONS FOR EXPUNGEMENT WITH GOVERNOR'S PARDON

Expungement is the removal of an offense from your criminal record. While information about the expunged offense will no longer appear on background checks, law enforcement and the Courts may still access this information to determine your eligibility for alternative punishment programs and grade future offenses.

The expungement process usually takes approximately 3-6 months to complete. If your Petition for Expungement is approved, a copy of the Expungement Order will be mailed to you at the address listed on the petition.

To qualify, you must have successfully received a Governor's Pardon. A copy must be attached to the Petition for Expungement.

To request expungement of a Criminal offense, please complete the attached Petition for Expungement and the top section of the attached order. **(Your Petition may be rejected if not filled in completely)**

Include a filing fee of \$15.00 to: **(NO PERSONAL CHECKS)**

Centre County Prothonotary
Room 102
Centre County Courthouse
Belleville, PA 16823

**For further assistance with completing your petition and the top of the order go to: <http://ujportal.pacourts.us>

COURT OF COMMON PLEAS OF CENTRE COUNTY, PENNSYLVANIA
CRIMINAL DIVISION

COMMONWEALTH OF PENNSYLVANIA

Common Pleas Docket No. CP-14-____-____-____

VS

Date of Arrest/Complaint Filed:_____

Arresting Agency: _____

Date of Birth: _____

OTN #: _____

Soc. Sec. No.: _____ - _____ - _____

MDJ Docket No.: _____ - _____ - _____

Eligible Charge(s): _____

MDJ Court #: 49 - _____

Reason for Expungement:_____

Disposition: _____

The Document to which this certification is attached is a full, true, and correct copy of the original on file and of record in my office.

ATTEST:_____ BY:_____ DATE:_____

FULL/PARTIAL EXPUNGEMENT ORDER OF COURT

AND NOW, to-wit, this _____ day of _____, 20____, the within petition having been presented in open Court, and, upon consideration thereof, IT IS HEREBY ORDERED, ADJUDGED AND DECREED that the Clerk of Courts shall serve a certified copy of this Order upon the following persons, keepers of records, pertaining to the above captioned criminal proceedings:

- (1) PA Central Repository (2) Arresting Agency _____ (3) Magisterial District Judge _____
- (4) District Attorney (5) Probation (if applicable) (6) Centre County Prison (7) Central Booking (8) AOPC
- (9) Penn Dot (if applicable)

IT IS ORDERED, ADJUDGED AND DECREED that the aforementioned keepers of criminal records shall expunge any reference in the official and unofficial arrest and other documents pertaining to the arrest or prosecution or both of the above named individual in the above captioned criminal proceedings for the eligible charges, with the exception of the District Attorney's records concerning ARD and PWV, which shall be used solely for the purpose of determining subsequent eligibility for ARD and PWV, and that said keepers of such criminal records shall file with this Court and Affidavit stating the mandates of this Order have been fulfilled within thirty (30) days of receipt of this Order.

IT IS ORDERED, ADJUDGED AND DECREED that the Clerk of Courts shall expunge any reference in the indices of the official and unofficial arrest and other documents pertaining to the arrest or prosecution or both of the above named defendant in the above captioned criminal proceedings for the eligible charges.

BY THE COURT:

COURT OF COMMON PLEAS OF CENTRE COUNTY, PENNSYLVANIA
CRIMINAL DIVISION

NAME: _____

DOCKET NO: _____

AFFIDAVIT OF EXPUNGEMENT

This is to certify that the official arrest and criminal records and other documents filed pertaining to the particular arrest or prosecution or both of the above named defendant in the above captioned criminal proceedings for the above listed eligible charge(s) and count(s) which are in custody of and in control of this Office, have been expunged.

DATE: _____

CERTIFYING OFFICER

COURT OF COMMON PLEAS OF CENTRE COUNTY, PENNSYLVANIA
CRIMINAL DIVISION

COMMONWEALTH OF PENNSYLVANIA
VS

: NO.: _____

PETITION TO EXPUNGE RECORD

TO THE HONORABLE JUDGES OF SAID COURT:

AND NOW, the above named defendant, _____, who petitions this Honorable Court to expunge the records in the above captioned action and in support thereof avers as follows:

1. Petitioner resides at: _____

2. Petitioner was arrested by _____, on ____/____/____ and charged with _____

3. On _____, 20____, the Petitioner successfully acquired a Governor's Pardon.

4. Records of the above listed action, including without limitation by specification, fingerprints, photographs, and reports are maintained by or have been made available to agencies including:

- (1) PA Central Repository (2) Arresting Agency _____ (3) Magisterial District Judge _____
(4) District Attorney (5) Probation (if applicable) (6) Centre County Prison (7) Central Booking (8) AOPC
(9) Penn Dot (if applicable)

5. Petitioner now wishes to be free of this arrest record in the future as it may prejudice him/her in future employment opportunities.

6. The COMMONWEALTH has no compelling interest in maintaining records of the above stated incident.

7. WHEREFORE, the Petitioner respectfully requests that this honorable Court direct that the above listed agencies expunge their records and destroy any reference to the said charge with which the Petitioner was charged on ____/____/____.

Respectfully Submitted by:

Defendant (sign here)