

**IN THE SHAKER HEIGHTS MUNICIPAL COURT
CUYAHOGA COUNTY, OHIO**

STATE OF OHIO)
CITY OF _____)
vs.)
_____)
Defendant)

Case No. _____

Judge Anne Walton Keller

**APPLICATION FOR ORDER SEALING
RECORD AFTER NOT GUILTY FINDING
OR DISMISSAL OF PROCEEDINGS**

Undersigned hereby makes application to the Court pursuant to Section 2953.31 *et seq.* of the Ohio Revised Code for the sealing of official records after a not guilty finding or dismissal of proceedings in this case.

Applicant hereby provides the following information:

1. Original Charge(s): _____
2. Date of arrest or incident: _____
3. Date of not guilty finding or dismissal: _____
4. Applicant's current address:

5. **Email:** _____
IMPORTANT All future correspondence from this Court will be sent to this email
6. Applicant's cell phone: _____
7. Applicant's SS# (last four only): XXX-XX-_____ D.O.B. _____

Applicant states that he/she was found not guilty in this case or the case was dismissed; that he/she has no criminal proceedings pending; and that the interests of applicant in having the records pertaining to this case sealed are not outweighed by any legitimate governmental needs to maintain those records. Alternatively, applicant states that O.R.C. Section 4301.69(E)(2)(b) applies herein.

Signature of Applicant

Typed or printed name of Applicant

SERVICE AND NOTICE OF HEARING

A copy of this application was sent to the City/Village Prosecutor of _____ on _____. This matter is set for hearing on _____ at _____ AM/PM in Courtroom.

Clerk/Deputy Clerk of Court