



**TO ALL POLICE DEPARTMENTS, SHERIFF'S OFFICES & CLERKS OF COURTS**  
**RE: SEALING AND/OR EXPUNGEMENTS**

When submitting court orders for Sealing or Expungement of an arrest, BCI requests this form be completed and attached to the court order to assure accuracy of our records.

Defendant's Names:

Date of Birth:  Social Security Number:

Arresting Agency:  Arrest No.:

Arrest Charge:  Date of Arrest:

Felony:  Misdemeanor:  ITN:

DNA Collected: Yes  or No

Ohio BCI No.:  FBI No.:

Common Pleas/Juvenile Court Case No.:

Municipal Court Case No.:

Conviction:  Dismissal:  Juvenile:

Conviction Charge:

Final Disposition of Conviction/Adjudication:

Please Check proper ORC used:

	<b>ORC</b>	<b>Reason</b>
<input type="checkbox"/>	2953.32(B)(1)(a)	Sealing of record of conviction.
<input type="checkbox"/>	2953.32(B)(1)(b)	Expungement of record of conviction.
<input type="checkbox"/>	2953.32(B)(2)(a)	Sealing of record of bail forfeiture.
<input type="checkbox"/>	2953.32(B)(2)(b)	Expungement of record of bail forfeiture.
<input type="checkbox"/>	2953.33	Sealing of official records after not guilty finding, dismissal of proceedings, grand jury no bill, or pardon.
<input type="checkbox"/>	2953.35	Expungement of certain convictions relating to firearms.
<input type="checkbox"/>	2953.36	Expungement of certain convictions for victims of human trafficking.
<input type="checkbox"/>	2953.39	Low-level controlled substance offense conviction record sealing or expungement, on prosecutor's motion.
<input type="checkbox"/>	2953.521	Expungement of record of not guilty finding or dismissed charges when defendant victim of human trafficking.
<input type="checkbox"/>	2151.356	Sealing of juvenile court records.
<input type="checkbox"/>	2151.358	Expungement of sealed records (juvenile).

Send by email to the Attention of: Identification Section to:

Expungement.Submissions@OhioAGO.gov

PO Box 365 | London, Ohio | 43140

[expungement.submissions@OhioAGO.gov](mailto:expungement.submissions@OhioAGO.gov)