

**Cleveland Municipal Court  
Earle B. Turner, Clerk  
Office of the Clerk of Courts  
Criminal Division**

**Expungement/Seal of Record Information Form**

Defendant's Name: \_\_\_\_\_ Case Number: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ SSN: \_\_\_\_\_ Race: \_\_\_\_\_ Sex: \_\_\_\_\_

Current Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Defendant Phone Numbers: \_\_\_\_\_  
Home Work

Cell Phone Number Alternate (Relative or Friend) E-Mail Address

Text/Phone Notification Approved  YES  NO

Attorney's Name and Phone Number: \_\_\_\_\_  
Name Phone Number

Arresting Law Enforcement Agency: \_\_\_\_\_

Date of Arrest: \_\_\_\_\_ Charge(s): \_\_\_\_\_

Please submit this form with your application for Expungement/Seal of Record to:

**Earle B. Turner, Clerk of Courts Office  
1200 Ontario Street Level Three  
Cleveland, Ohio 44113.**

Failure to provide the above information may result in the inability of certain agencies to accept and process the order if granted by the court.

**IN THE CLEVELAND MUNICIPAL COURT  
CUYAHOGA COUNTY, OHIO**

CITY OF CLEVELAND,  
Plaintiff

-vs-

\_\_\_\_\_  
Defendant

)  
)  
)  
)  
)  
)  
)

CASE NO. a. \_\_\_\_\_

CASE NO. b. \_\_\_\_\_

CASE NO. c. \_\_\_\_\_

JUDGE \_\_\_\_\_

**APPLICATION TO SEAL RECORD  
OF CONVICTION(S)**

Defendant hereby makes an application to the Court pursuant to Section 2953.32 of the Ohio Revised Code for an order sealing the official records of the conviction in this case(s).

Defendant hereby provides the following information:

1. a. Charge Convicted of: \_\_\_\_\_
1. b. Charge Convicted of: \_\_\_\_\_
1. c. Charge Convicted of: \_\_\_\_\_
2. Date of Conviction: a. \_\_\_\_\_ b. \_\_\_\_\_ c. \_\_\_\_\_
3. Date of Termination of Probation (if Probation was imposed): \_\_\_\_\_
4. Defendant's Current Address: \_\_\_\_\_
5. Defendant's Telephone #: \_\_\_\_\_
6. Defendant's SSN: \_\_\_\_\_ DOB: \_\_\_\_\_
7. Defendant's Email Address: \_\_\_\_\_

Defendant states that he/she is an eligible offender as outlined in ORC Section 2953.32 and has no criminal proceedings pending; that rehabilitation has been attained to the satisfaction of the court; and that the interests of applicant in having the records pertaining to this conviction(s) sealed are not outweighed by any legitimate governmental needs to maintain those records.

Respectfully submitted,

\_\_\_\_\_  
Name (Please print)

\_\_\_\_\_  
Signature

Certificate of Service

A copy of the foregoing has been sent via regular, U.S. Mail, postage prepaid on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, to the Prosecuting Attorney for the City of Cleveland.

\_\_\_\_\_  
Defendant's Signature