

STATE OF ILLINOIS, CIRCUIT COURT COUNTY _____	NOTICE OF FILING FOR EXPUNGEMENT AND/OR SEALING	<i>For Court Use Only</i>
Instructions ▼ Enter above the county name where you will file this case. Enter your name, birth date, race, and gender. List any other names you used when arrested on the cases listed on this form. If the Clerk gave you a new case number, enter it to the right. Enter the number for all eligible arrests and charges on your criminal record in this county. If an arrest did not result in formal charges, enter the arrest number.	Request of: <hr/> Your name <i>(First, middle, last name)</i> <hr/> Other names used in these cases <hr/> <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;">Date of birth</div> <div style="width: 30%;">Race</div> <div style="width: 30%;">Gender</div> </div> <hr/> <div style="text-align: right;">Case Number <i>(if the Clerk assigns a new number)</i></div> <hr/> Arrest or Case Numbers of all Eligible Criminal Offenses on your Record in this County: <div style="display: flex; justify-content: space-between;"> <div style="width: 20%;"><hr/></div> <div style="width: 20%;"><hr/></div> <div style="width: 20%;"><hr/></div> <div style="width: 20%;"><hr/></div> <div style="width: 20%;"><hr/></div> </div> <div style="display: flex; justify-content: space-between;"> <div style="width: 20%;"><hr/></div> <div style="width: 20%;"><hr/></div> <div style="width: 20%;"><hr/></div> <div style="width: 20%;"><hr/></div> <div style="width: 20%;"><hr/></div> </div> <div style="display: flex; justify-content: space-between;"> <div style="width: 20%;"><hr/></div> <div style="width: 20%;"><hr/></div> <div style="width: 20%;"><hr/></div> <div style="width: 20%;"><hr/></div> <div style="width: 20%;"><hr/></div> </div>	

In 1, enter the State's Attorney office that prosecuted your cases. In 2, enter the local police agencies that arrested you. If you run out of space, use the Additional Notice of Filing for Expungement and/or Sealing form and check the box. In 3, enter the names and addresses of the Chief Legal Officer of the Unit of Local Government that arrested you. The Chief Legal Officer is usually the lawyer for the city or town in which you were arrested or, in some cases, if you were arrested by the sheriff, it is the State's Attorney for that county. If you run out of space, use the Additional Notice of Filing for Expungement and/or Sealing form and check the box.	<div style="margin-bottom: 20px;"> 1. To: _____ County State's Attorney County Name <hr/> <div style="display: flex; justify-content: space-between;"> <div style="width: 40%;">Street Address</div> <div style="width: 15%;">City</div> <div style="width: 15%;">State</div> <div style="width: 30%;">Zip</div> </div> </div> <div style="margin-bottom: 20px;"> 2. To: Arresting Agencies that arrested you: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <hr/> Name <hr/> Street Address <hr/> City State ZIP </div> <div style="width: 45%;"> <hr/> Name <hr/> Street Address <hr/> City State ZIP </div> </div> <div style="margin-top: 10px;"> <input type="checkbox"/> I have listed additional Arresting Agencies on the attached <i>Additional Notice of Filing for Expungement and/or Sealing</i> form. </div> </div> <div style="margin-bottom: 20px;"> 3. To: Chief Legal Officers of the Units of Local Government that arrested you: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <hr/> Name <hr/> Street Address <hr/> City State ZIP </div> <div style="width: 45%;"> <hr/> Name <hr/> Street Address <hr/> City State ZIP </div> </div> <div style="margin-top: 10px;"> <input type="checkbox"/> I have listed additional Chief Legal Officers on the attached <i>Additional Notice of Filing for Expungement and/or Sealing</i> form. </div> </div> <div> 4. To: Illinois State Police 260 North Chicago Street Joliet, Illinois 60432 </div>
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Enter the Case Number given by the Circuit Clerk: _____

In 5, enter the name of the county where you are filing your Request.

5. I have filed a *Request to Expunge & Impound and/or Seal Criminal Records* with the Clerk of the Circuit Court of _____ County, Illinois.
County Name

In 6, check the box if you have or are getting a fee waiver.

6. ☐ I am seeking a fee waiver under Supreme Court rule 298, or have attached an *Order* waiving my filing and State Police fees.
7. The Circuit Court Clerk will mail a copy of the *Notice* and the *Request* to all of the agencies listed above in sections 1 - 4.

After you finish this form, sign it, and enter the date.

Your Signature

Date

Enter your name, address, and phone number.

Prepared by: _____
Street Address: _____
City, State, ZIP: _____
Phone Number: _____