

**INDEPENDENCE MAYOR'S COURT
CUYAHOGA COUNTY, OHIO**

CITY OF INDEPENDENCE

CASE NO(S). _____

Plaintiff

v.

JUDGE: _____

Defendant

**MOTION TO SEAL RECORD(S) OF
CONVICTION AND/OR BAIL FORFEITURE(S)**

NOW COMES the Defendant and states as follows:

1. I am a Defendant in the above case numbers in the Independence Mayor's Court.
2. I have read the instructions and definitions provided by the court **BEFORE** filling out this motion and I believe I am eligible for sealing of the conviction(s) and/or bail forfeitures(s) in my cases.
3. I have been convicted of the following offenses (list all convictions including those in all courts whether in or out of state. If more space is needed, attach an additional sheet).

| Conviction (Offense Name) | Degree | Case No. | Date of Conviction |
|------------------------------|--------|----------|-----------------------|
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4. I am requesting sealing of my conviction(s) and/or bail forfeiture(s) in my cases before the Independence Mayor's Court. If I have multiple convictions listed above that occurred within a short period of time, and my number of convictions would otherwise prevent me from sealing my record under R.C. 2953.31(A)(1)(b), I am requesting the court treat those multiple convictions as one conviction, if allowable under the law.

5. It has been one year since the “final discharge” in my cases that I am asking the court to seal; **MEANING** it has been one year since my having completed (if applicable) any/all jail sentences, probation, court orders, and fully payment of any collectible fines and restitution.

6. I have no traffic or criminal cases pending against me at this time.

7. Since my conviction(s) I have shown that I am rehabilitated in that:

8. My interests in having my conviction record(s) and/or bail forfeiture(s) sealed outweighs any needs of the government to maintain records of the same.

9. I have attached additional pages in support (e.g. letter from employer, school certificates, etc). If so, please write the number of extra pages: _____

10. I certify that the information provided in this motion is true and accurate to the best of my knowledge. I understand that filing a false document with the court is a criminal offense.

11. I ask this Honorable Court make all necessary findings and issue an order to seal my record(s) of conviction and/or bail forfeitures(s) in the above captioned matters.

Respectfully submitted,

Signature _____

Name _____

Address _____

Cell No. _____

Email: _____

CERTIFICATE OF SERVICE

As required by law, I have sent a copy of my Motion to Seal to the City Prosecutor at the address checked below on _____ *(put the date you are sending a copy to the prosecutor)*
by **regular mail** **fax** **in person** *(pick one; this is how you are sending it to the prosecutor) :*

(Check the Prosecutor(s) for the City or cities where you were charged. This is who you are required to send a copy of your motion to seal to):

Independence Prosecutor, William T. Doyle, 6800 Brecksville Rd., Independence, OH 44131.

Your Signature: _____

Your Name: _____