

## Seal and Expunge Criminal Record Information:

The information contained in the forms on this website is simply informational and is not intended as legal advice. Do not depend on using the forms offered on this site for making legal, business or other important decisions. Employees of the Clerk's Office cannot give legal advice. For further explanation of the forms on this site please contact an attorney.

The process to have a criminal record sealed or expunged by the court begins with the Florida Department of Law Enforcement. Please visit the F.D.L.E. website to determine the necessary steps to receive a certificate.

Florida Department of Law Enforcement Seal and Expunge Home Page:

<http://www.fdle.state.fl.us/Seal-and-Expunge-Process/Seal-and-Expunge-Home.aspx>

F.D.L.E. Seal and Expunge Application: Please use link on above website.

F.D.L.E. Frequently Asked Questions: Please use link on above website.

After completion of the F.D.L.E. expunge/seal process and you have received your Certificate of Eligibility, you may proceed with the process by completing the appropriate affidavit, petition and proposed order from the Samples that follow below and file at the Washington County Clerk's Office. The filing fee is \$42.00. Please be sure to include your email address, phone number, and mailing address so we may contact you.

**Please note that before a court case can be expunged/sealed all court fines must be paid in full.**

IN THE CIRCUIT COURT, FOURTEENTH JUDICIAL CIRCUIT IN AND FOR  
WASHINGTON COUNTY, FLORIDA

STATE OF FLORIDA,

Plaintiff

Vs

Case No. \_\_\_\_\_

Division: \_\_\_\_\_

\_\_\_\_\_

Defendant

**AFFIDAVIT**

**STATE OF FLORIDA  
COUNTY OF WASHINGTON**

I, \_\_\_\_\_, am the defendant/petitioner in the above-styled case and I do hereby swear or affirm that:

1. I fully understand the meaning of all the terms of the affidavit.
2. I have never been adjudicated guilty of criminal offense or comparable ordinance violation.
3. I was arrested on \_\_\_\_\_, by \_\_\_\_\_ and I have not been adjudicated guilty of charges stemming from the arrest or the alleged criminal activity surrounding my arrest.
4. I am eligible for the relief requested, to the best of my knowledge and belief, and do not have any other petitions to expunge or seal pending before any Court.
5. I have never secured a prior records expunction or sealing under any law.
6. An indictment or information was not filed against me for the above criminal transition.

\_\_\_\_\_  
Defendant/Petitioner

IN THE CIRCUIT COURT, FOURTEENTH JUDICIAL CIRCUIT IN AND FOR  
WASHINGTON COUNTY, FLORIDA

STATE OF FLORIDA,

Plaintiff

Vs

Case No. \_\_\_\_\_

Division: \_\_\_\_\_

\_\_\_\_\_  
Defendant

**PETITION TO SEAL**

The Petitioner, \_\_\_\_\_, petitions this honorable court, under Florida Rules of Criminal Procedure 3.692 and section 943.0585 Florida Statutes, to SEAL all criminal history record information in the custody of any criminal justice agency and the official records of the court concerning the Petitioner's arrest on \_\_\_\_\_, by \_\_\_\_\_, for \_\_\_\_\_, and as grounds therefore shows:

1. The defendant/petitioner is a \_\_\_\_\_/\_\_\_\_\_, whose date of birth is \_\_\_\_\_.
2. The Petitioner has never previously been adjudicated guilty of criminal offense or a comparable ordinance violation.
3. The Petitioner has not been adjudicated guilty of nor adjudicated guilty of committing any of the acts stemming from this arrest or alleged criminal activity.
4. The Petitioner has not secured a prior records expunction or sealing under section 943.0585, or 943.059, Florida Statutes, former section 943.058, Florida Statutes, former section 893.14, Florida Statutes, or former section 901.33, Florida Statutes, or any other law, rule or authority.
5. A Certificate of Eligibility for expungement or sealing of non-judicial criminal history records issued by the Florida Department of Law Enforcement accompanies this Petition.

WHEREFORE, THE Petitioner moves to expunge any criminal history record information and any official court records regarding his/her arrest.

**THE PETITIONER/DEFENDANT** hereby prays that this court will grant this petition to have all court records pertaining to the above-styled case to be sealed in accordance with the production set forth in Florida Rule of Criminal Procedure 3.692.

\_\_\_\_\_  
PETITIONER/DEFENDANT

State of Florida  
County of Washington

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

IN THE CIRCUIT COURT, FOURTEENTH JUDICIAL CIRCUIT IN AND FOR  
WASHINGTON COUNTY, FLORIDA

STATE OF FLORIDA,

Plaintiff

Vs

Case No. \_\_\_\_\_

Division: \_\_\_\_\_

\_\_\_\_\_  
Defendant

**ORDER TO SEAL RECORDS UNDER SECTION 943.059, FLORIDA  
STATUTES, AND FLORIDA RULE OF CRIMINAL PROCEDURE 3.692**

THIS CAUSE was considered upon a petition to expunge certain records of the defendant/petitioner's arrest on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by \_\_\_\_\_, for \_\_\_\_\_  
Having review the record and/or having heard argument of the defendant/petitioner or counsel and being otherwise fully advised in the premises, the court finds the following:

1. The defendant/petitioner has never previously been adjudicated guilty of criminal offense or a comparable ordinance violation.
2. The defendant/petitioner was not adjudicated guilty of the charges stemming from the arrest of criminal activity to which this expunction petition pertains.
3. The defendant/petitioner has not secured a prior records expunction or sealing.
4. A certificate of Eligibility issued by Florida Department of Law Enforcement accompanied the petition for sealing/expunging of non-judicial criminal history records.

**IT IS HEREBY ORDERED and ADJUDGED** that the petition to expunge is granted. All court records pertaining to the above-styled case shall be sealed in accordance with the procedures set forth in the Florida rule of Criminal Procedure 3.692.

**ORDERED and ADJUDGED** that the clerk of this court shall forward a certified copy of this order to State Attorney for Washington County, the arresting department, and the Sheriff of Washington County, all of whom will comply with the procedures set forth in section 943.0585, Florida Statutes, and appropriate regulations of the Department of Law Enforcement, an all of whom will forward a copy of this order to any agency that their records reflect has received the instant criminal record information.

**ORDER and ADJUDGED** that the Washington County Sheriff's Office shall expunge all information concerning indicia of arrest or criminal history record information regarding this defendant/petitioner in accordance with the procedures set forth in section 943.0585, Florida Statutes, and Florida Rule of Criminal Procedure 3.692

**ORDERED and ADJUDGED** that all cost of certified copies involved herein are to be paid by Defendant, \_\_\_\_\_.

DONE and ORDERED at Chipley, Washington County, Florida this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

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**JUDGE**

IN THE CIRCUIT COURT, FOURTEENTH JUDICIAL CIRCUIT IN AND FOR  
WASHINGTON COUNTY, FLORIDA

STATE OF FLORIDA,

Plaintiff

Vs

Case No. \_\_\_\_\_

Division: \_\_\_\_\_

\_\_\_\_\_  
Defendant

**PETITION TO EXPUNGE**

The Petitioner, \_\_\_\_\_, petitions this honorable court, under Florida Rules of Criminal Procedure 3.692 and section 943.0585 Florida Statutes, to expunge all criminal history record information in the custody of any criminal justice agency and the official records of the court concerning the Petitioner's arrest on \_\_\_\_\_, by \_\_\_\_\_, for \_\_\_\_\_, and as grounds therefore shows:

5. The defendant/petitioner is a \_\_\_\_\_/\_\_\_\_\_, whose date of birth is \_\_\_\_\_.
6. The Petitioner has never previously been adjudicated guilty of criminal offense or a comparable ordinance violation.
7. The Petitioner has not been adjudicated guilty of nor adjudicated guilty of committing any of the acts stemming from this arrest or alleged criminal activity.
8. The Petitioner has not secured a prior records expunction or sealing under section 943.0585, or 943.059, Florida Statutes, former section 943.058, Florida Statutes, former section 893.14, Florida Statutes, or former section 901.33, Florida Statutes, or any other law, rule or authority.
5. A Certificate of Eligibility for expungement of non-judicial criminal history records issued by the Florida Department of Law Enforcement accompanies this Petition.

WHEREFORE, THE Petitioner moves to expunge any criminal history record information and any official court records regarding his/her arrest.

**THE PETITIONER/DEFENDANT** hereby prays that this court will grant this petition to have all court records pertaining to the above-styled case to be sealed in accordance with the production set forth in Florida Rule of Criminal Procedure 3.692.

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PETITIONER/DEFENDANT

State of Florida  
County of Washington

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

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NOTARY PUBLIC



IN THE CIRCUIT COURT, FOURTEENTH JUDICIAL CIRCUIT IN AND FOR  
WASHINGTON COUNTY, FLORIDA

STATE OF FLORIDA,

Plaintiff

Vs

Case No. \_\_\_\_\_

Division: \_\_\_\_\_

\_\_\_\_\_  
Defendant

**ORDER TO EXPUNGE RECORDS UNDER SECTION 943.059, FLORIDA  
STATUTES, AND FLORIDA RULE OF CRIMINAL PROCEDURE 3.692**

THIS CAUSE was considered upon a petition to expunge certain records of the defendant/petitioner's arrest on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by \_\_\_\_\_, for \_\_\_\_\_  
Having review the record and/or having heard argument of the defendant/petitioner or counsel and being otherwise fully advised in the premises, the court finds the following:

5. The defendant/petitioner has never previously been adjudicated guilty of criminal offense or a comparable ordinance violation.
6. The defendant/petitioner was not adjudicated guilty of the charges stemming from the arrest of criminal activity to which this expunction petition pertains.
7. The defendant/petitioner has not secured a prior records expunction or sealing.
8. A certificate of Eligibility issued by Florida Department of Law Enforcement accompanied the petition for sealing/expunging of non-judicial criminal history records.

**IT IS HEREBY ORDERED and ADJUDGED** that the petition to expunge is granted. All court records pertaining to the above-styled case shall be sealed in accordance with the procedures set forth in the Florida rule of Criminal Procedure 3.692.

**ORDERED and ADJUDGED** that the clerk of this court shall forward a certified copy of this order to State Attorney for Washington County, the arresting department, and the Sheriff of Washington County, all of whom will comply with the procedures set forth in section 943.0585, Florida Statutes, and appropriate regulations of the Department of Law Enforcement, an all of whom will forward a copy of this order to any agency that their records reflect has received the instant criminal record information.

**ORDER and ADJUDGED** that the Washington County Sheriff's Office shall expunge all information concerning indicia of arrest or criminal history record information regarding this defendant/petitioner in accordance with the procedures set forth in section 943.0585, Florida Statutes, and Florida Rule of Criminal Procedure 3.692

**ORDERED and ADJUDGED** that all cost of certified copies involved herein are to be paid by Defendant, \_\_\_\_\_.

DONE and ORDERED at Chipley, Washington County, Florida this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

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**JUDGE**