

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. For all cases except when you're a victim of human trafficking you must receive a Certificate of Eligibility to Seal or Expunge a criminal record history. 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 FDLE 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 out of the Samples that follow below and file at the Okaloosa County Clerk's Office. The filing fee is \$42.00. Please be sure to include you email address so we may contact you. Please note that other charges may apply during the process.

IN THE CIRCUIT COURT OF THE FIRST
JUDICIAL CIRCUIT IN AND FOR
OKALOOSA COUNTY, FLORIDA

Case No. _____
Division: _____

STATE OF FLORIDA,
Plaintiff
vs.

_____,
Defendant/Petitioner

_____ /

AFFIDAVIT

STATE OF FLORIDA
COUNTY OF OKALOOSA

I, _____, am the defendant/petitioner in the
above-styled cause and I do hereby swear or affirm that:

1. I fully understand the meaning of all the terms of this affidavit.
2. I have never been adjudicated guilty of a criminal offense or a comparable ordinance violation nor adjudicated delinquent for committing a felony or a misdemeanor specified in section 943.051(3)(b), Florida Statutes.
3. I was arrested on the _____ day of _____, _____, by _____ (arresting agency),
and I have not been adjudicated guilty of, nor adjudicated delinquent for committing, any of the acts stemming from that 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 petition to expunge or seal pending before any court.

5. I have never secured a prior records expunction or sealing under any law.

6. (For use in expunction petitions only) My record of arrest for this date has been sealed for at least 10 years; or an indictment, information, or other charging document was not filed against me for the above criminal transaction; or an indictment, information, or other charging document filed against me was dismissed by the prosecutor or the court.

Petitioner

Sworn to and subscribed before me this _____ day of _____, _____.

NOTARY PUBLIC or other person
authorized to administer an oath

Printed, typed, stamped commissioned
Name of Notary Public

MY COMMISSION EXPIRES:

Personally known _____ or produced identification

Type of identification produced _____

IN THE CIRCUIT COURT OF THE FIRST
JUDICIAL CIRCUIT IN AND FOR
OKALOOSA COUNTY, FLORIDA

STATE OF FLORIDA,
Plaintiff,

Case No: _____

Division: _____

vs.

_____,
Defendant/Petitioner

_____ /

PETITION TO EXPUNGE OR SEAL

The petitioner _____, petitions this Honorable Court under Florida Rule of Criminal Procedure 3.692 and section 943.0585, or section 943.059 Florida Statutes, to _____ expunge or _____ 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 the _____ day of _____, _____, by

_____ (arresting agency),

for _____ (charges),

and as grounds therefore shows:

1. On the _____ day of _____, _____, the petitioner, _____, a _____ (race/sex), whose date of birth is _____, was arrested by _____ (arresting agency), and charged with _____ (charges).

2. 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.

3. The petitioner has not been previously adjudicated guilty of a criminal offense or a comparable ordinance violation nor adjudicated delinquent for committing a felony or a misdemeanor specified in section 943.051(3)(b), Florida Statutes.

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. (To be used only when requesting expunction.) The petitioner's record has been sealed under section 943.059, Florida Statutes, former section 943.058, Florida Statutes, former section 893.14, Florida Statutes, or former section 901.33, Florida Statutes, for at least 10 years; or there has not been an indictment, information, or other charging document filed against the petitioner who is the subject of this criminal history record information; or an indictment, information, or other charging document filed against the petitioner who is the subject of this criminal history information was dismissed by the prosecutor or the court.

6. A Certificate of Eligibility for _____ expunction or _____ sealing of nonjudicial criminal history records issued by the Florida Department of Law Enforcement accompanies this petition.

WHEREFORE, the petitioner moves to _____ expunge or _____ seal any criminal history record information and any official court records regarding his/her arrest by _____ (arresting agency),

for _____ (charges), on
the _____ day of _____.

I HEREBY CERTIFY that a true and correct copy of the foregoing pleading has been served on (check one) _____ State Attorney for the First Judicial Circuit, in and for Okaloosa County, _____ Special Prosecutor, _____ Statewide Prosecutor; _____ (arresting agency), and Sheriff of Okaloosa County; and the Florida Department of Law Enforcement, on the _____ day of _____.

Signature of Petitioner
Name: _____
Address: _____
City/State/Zip: _____
Telephone: _____
Email Address: _____

IN THE CIRCUIT COURT OF THE FIRST
JUDICIAL CIRCUIT IN AND FOR
OKALOOSA COUNTY, FLORIDA

Case No: _____

Division: _____

STATE OF FLORIDA,
Plaintiff,

vs.

_____,
Defendant/Petitioner

_____ /

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

THIS CAUSE having come on to be heard before me this date upon petitioner's petition to seal records concerning the petitioner's arrest on the _____ day of _____, _____ by the _____ (*arresting agency*), and the Court having been otherwise advised in the premises hereby finds:

1. The petitioner has never been previously adjudicated guilty of a criminal offense or comparable ordinance violation nor adjudicated delinquent for committing a felony or a misdemeanor specified in section 943.051(3)(b), Florida Statutes.

2. The petitioner was not adjudicated guilty of nor adjudicated delinquent for committing any of the acts stemming from the arrest or criminal activity to which the instant petition pertains.

3. The petitioner has not secured a prior records expunction or sealing.

4. A Certificate of Eligibility issued by the Florida Department of Law Enforcement accompanied the instant petition for sealing nonjudicial criminal history records.

Whereupon it is

ORDERED AND ADJUDGED that the petition to seal records is granted. All court records pertaining to the above-styled case shall be sealed in accordance with the procedures set forth in Florida Rule of Criminal Procedure 3.692; and it is further

ORDERED AND ADJUDGED that the clerk of this court shall forward a certified copy of this order to the (*check one*) _____ State Attorney, _____ special prosecutor, _____ statewide prosecutor, _____ (*arresting agency*), and the Sheriff of Okaloosa County, who will comply with the procedures set forth in section 943.059, Florida Statutes, and appropriate regulations of the Florida Department of Law Enforcement, and who will further forward a copy of this order to any agency that their records reflect has received the instant criminal history record information; and it is further

ORDERED AND ADJUDGED that _____ (*arresting agency*), shall seal all information concerning indicia of arrest or criminal history record information regarding the arrest or alleged criminal activity to which this petition pertains in accordance with the procedures set forth in section 943.059, Florida Statutes, and Florida Rule of Criminal Procedure 3.692.

All costs of certified copies involved herein are to be borne by the Petitioner.

DONE AND ORDERED in Chambers at Okaloosa County, this _____ day of _____, _____.

Judge

Certified Copies:

State Attorney's Office by eService
Sheriff, Okaloosa County Sheriff's Department by eService
Arresting Agency by eService
Petitioner or Petitioner's Attorney by eService

IN THE CIRCUIT COURT OF THE FIRST
JUDICIAL CIRCUIT IN AND FOR
OKALOOSA COUNTY, FLORIDA

STATE OF FLORIDA,
Plaintiff,

Case No: _____

Division: _____

vs.

_____,
Defendant/Petitioner

_____ /

ORDER TO EXPUNGE PURSUANT TO
SECTION 943.0585, FLORIDA STATUTES,
AND FLORIDA RULE OF CRIMINAL PROCEDURE 3.692

THIS CAUSE having come on to be heard before me this date upon a petition to expunge certain records of the petitioner's arrest on the ____ day of _____, _____, by _____ (*arresting agency*), for _____ (*charges*), and the Court having heard argument of counsel and being otherwise fully advised in the premises, the Court hereby finds the following:

1. The petitioner has never previously been adjudicated guilty of a criminal offense or a comparable ordinance violation nor adjudicated delinquent for committing a felony or a misdemeanor specified in section 943.051(3)(b), Florida Statutes.

2. The petitioner was not adjudicated guilty of nor adjudicated delinquent for committing any of the acts stemming from the arrest or criminal activity to which this expunction petition pertains.

3. The petitioner has not secured a prior records expunction or sealing.

4. This record has either been sealed for at least 10 years; or no indictment, information, or other charging document was ever filed in this case against the petitioner; or an indictment, information, or other charging document filed against the defendant was dismissed by the prosecutor or the court.

5. A Certificate of Eligibility issued by the Florida Department of Law Enforcement accompanied the petition for expunction of nonjudicial criminal history records. Whereupon it is

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 Florida Rule of Criminal Procedure 3.692; and it is further

ORDERED AND ADJUDGED that the clerk of this court shall forward a certified copy of this order to the (*check one*) _____ state attorney, _____ special prosecutor, _____ statewide prosecutor, _____ (*arresting agency*), and the Sheriff of Okaloosa County, who will comply with the procedures set forth in section 943.0585, Florida Statutes, and appropriate regulations of the Florida Department of Law Enforcement, and who will further forward a copy of this order to any agency that their records reflect has received the instant criminal history record information; and it is further

ORDERED AND ADJUDGED that _____
(*arresting agency*) shall expunge all information concerning indicia of arrest or criminal history record information regarding the arrest or alleged criminal activity to which this petition pertains in accordance with the procedures set forth in section 943.0585, Florida Statutes, and Florida Rule of Criminal Procedure 3.692.

All costs of certified copies involved herein are to be borne by the petitioner.

DONE AND ORDERED in Chambers, Okaloosa County, this ____ day of _____,
_____.

JUDGE

Certified Copies:

State Attorney's Office by eService
Sheriff, Okaloosa County Sheriff's Department by eService
Arresting Agency by eService
Petitioner or Petitioner's Attorney by eService

IN THE CIRCUIT COURT OF THE FIRST JUDICIAL CIRCUIT IN AND FOR OKALOOSA COUNTY, FLORIDA

Case No. _____
Division: _____

STATE OF FLORIDA,
Plaintiff,

vs.

_____,
Defendant/Petitioner

_____ /

AFFIDAVIT/HUMAN TRAFFICKING VICTIM

STATE OF FLORIDA
COUNTY OF OKALOOSA

I, _____, am the defendant/petitioner in the
above-styled cause and I do hereby swear or affirm that:

1. I fully understand the meaning of all the terms of this affidavit.

2. I have been the victim of human trafficking, as discussed in section 787.06,
Florida Statutes, and have committed an offense, other than those offenses listed in
775.084(1)(b)1, which was committed as a part of a human trafficking scheme of which I
was the victim or at the direction of an operator of the scheme.

3. I was arrested and/or convicted on the _____ day(s) of _____, _____,
by _____ (arresting agency and/or name of prosecuting authority).

4. I am eligible for the relief requested, to the best of my knowledge and belief, and
____do or ____do not have any other petition to expunge or seal pending before any court.

Petitioner

Sworn to and subscribed before me this _____ day of _____, _____.

NOTARY PUBLIC or other person
authorized to administer an oath

Printed, typed, stamped commissioned
Name of Notary Public

MY COMMISSION EXPIRES:

Personally known _____ or produced identification _____.

Type of identification produced _____

IN THE CIRCUIT COURT OF THE FIRST
JUDICIAL CIRCUIT IN AND FOR OKALOOSA
COUNTY, FLORIDA

Case No.: _____

Division _____

State of Florida,

Plaintiff,

vs.

_____,

Defendant/Petitioner.

_____ /

PETITION TO EXPUNGE/HUMAN TRAFFICKING VICTIM

The petitioner, _____, petitions this honorable court, under Florida Rule of Criminal Procedure 3.692 and section 943.0583, 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 and/or conviction on _____, by

_____ (arresting agency and/or prosecuting authority), for

_____ (charges and/or offenses), and as grounds therefor shows:

1. On _____ (date(s)), the petitioner, _____, a _____ (race/sex), whose date of birth is _____ (date of birth), was arrested by _____ (arresting agency), and charged with _____ (charges) or was convicted by _____ (name of prosecuting authority) of _____ (offenses)

2. The petitioner has been the victim of human trafficking, as discussed in section

787.06, Florida Statutes, and has committed an offense, other than those offenses listed in 775.084(1)(b)1, which was committed as a part of a human trafficking scheme of which he/she was the victim or at the direction of an operator of the scheme as evidenced by the attached official documentation of his/her status, or may be shown by clear and convincing evidence presented to the Court.

WHEREFORE, the petitioner moves to expunge any criminal history record information and any official court records regarding his/her arrest and/or conviction by _____ (arresting agency and/or name of prosecuting authority), for _____ (charges and/or offenses), on _____ (date(s)).

I HEREBY CERTIFY that a true and correct copy of the foregoing pleading has been served on _____ (name of prosecuting authority), (check one) _____ State Attorney for the First Judicial Circuit, in and for Okaloosa County, _____ Special Prosecutor, _____ Statewide Prosecutor; _____ (arresting agency); _____ (Sheriff of county in which defendant was arrested, if different); and the Florida Department of Law Enforcement, on _____ (date).

Name: Address:
City/State:
Telephone Number:
E-mail Address:

IN THE CIRCUIT COURT OF THE FIRST
JUDICIAL CIRCUIT IN AND FOR
OKALOOSA COUNTY, FLORIDA

Case No.: _____
Division _____

STATE OF FLORIDA,
Plaintiff,

vs.

_____,
Defendant/Petitioner
_____ /

ORDER TO EXPUNGE, HUMAN TRAFFICKING VICTIM,
UNDER SECTION 943.0583, FLORIDA STATUTES,
AND FLORIDA RULE OF CRIMINAL PROCEDURE 3.692

THIS CAUSE, having come on to be heard before me this date upon a petition to expunge certain records of the petitioner's arrest and/or conviction on _____ (date(s)), by _____ (arresting agency and/or name of prosecuting authority), for _____ (charges and/or offenses), and being otherwise fully advised in the premises, the court hereby finds the following:

The petitioner has been the victim of human trafficking, as discussed in section 787.06, Florida Statutes, and has committed an offense, other than those offenses listed in 75.084(1)(b)1, which was committed as a part of a human trafficking scheme of which he/she was the victim, or at the direction of an operator of the scheme. A conviction expunged under this section is deemed to have been vacated due to a substantive defect in the underlying criminal proceedings

Whereupon it is

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 Florida Rule of Criminal Procedure 3.692; and it is further

ORDERED AND ADJUDGED that the clerk of this court shall forward a certified copy of this order to the (check one) ____ state attorney, ____ special prosecutor, ____ statewide prosecutor, ____ (arresting agency), and the Sheriff of Okaloosa County, who will comply with the procedures set forth in section 943.0583, Florida Statutes, and appropriate regulations of the Florida Department of Law Enforcement, and who will further forward a copy of this order to any agency that their records reflect has received the instant criminal history record information; and it is further

ORDERED AND ADJUDGED that ____ (arresting agency) shall expunge all information concerning indicia of arrest, conviction, or criminal history record information regarding the arrest, conviction, or alleged criminal activity to which this petition pertains in accordance with the procedures set forth in section 943.0583, Florida Statutes, and Florida Rule of Criminal Procedure 3.692.

All costs of certified copies involved herein are to be borne by the Petitioner.

DONE AND ORDERED in Chambers at Okaloosa County, on _____ (date).

Judge

Certified Copies:

State Attorney's Office by eService
Sheriff, Okaloosa County Sheriff's Department by eService
Arresting Agency by eService
Petitioner or Petitioner's Attorney by eService