

**PETITIONER'S *PRO SE* PETITION TO RESTRICT AND SEAL RECORDS OF  
YOUTHFUL OFFENDER CONVICTION**  
PER O.C.G.A. § 35-3-37(j)(4), (m)

- **File petition to restrict the records of a misdemeanor conviction if the case was resolved in state, municipal, or magistrate court.**
- **This is a civil petition. Leave case number and judge blank in header, the clerk of court will fill in the information at the time of filing.**
- **Use the Offender Tracking Number (OTN) for the specific arrest cycle provided on your GCIC criminal history record.**

**Disclaimer:** Sample motions and petitions are provided for reference purposes only and do not create an attorney-client relationship with the Georgia Justice Project.

IN THE SUPERIOR COURT OF \_\_\_\_\_ COUNTY  
STATE OF GEORGIA

\_\_\_\_\_  
Petitioner, *Pro Se*

v.

\_\_\_\_\_,  
Respondent, Solicitor General

OTN: \_\_\_\_\_

Case No: \_\_\_\_\_

Judge: \_\_\_\_\_

**PETITIONER'S PRO SE PETITION TO RESTRICT AND SEAL RECORDS OF  
YOUTHFUL OFFENDER CONVICTION**

COMES NOW Petitioner, *pro se*, and petitions this Honorable Court to grant this Petition to Restrict and Seal Records of Youthful Offender Conviction pursuant to O.C.G.A. § 35-3-37(j)(4), (m). In support of this motion, Petitioner shows the following:

1.

Petitioner was arrested on the date of \_\_\_\_\_, and charged with the following offenses: \_\_\_\_\_.

2.

Petitioner was \_\_\_\_ years old when he/she was convicted in the \_\_\_\_\_ Court of \_\_\_\_\_ County of the offense (s) of \_\_\_\_\_  
\_\_\_\_\_. (See attached copy of final disposition).

3.

Petitioner successfully completed probation on the date of \_\_\_\_\_.  
(See attached copy of probation documentation).

4.

Petitioner has not been arrested for at least five (5) years and has not been convicted of any excluded offense listed in O.C.G.A. 35-3-37(j)(4)(B).

5.

The records of the case are harmful to the privacy of Petitioner and this harm outweighs the public interest in charge(s) being publicly available. It significantly interferes with Petitioner's ability to secure employment and/or housing and/or other opportunities. (See O.C.G.A. §35-3-37(m)). (*See attached documentation*).

**WHEREFORE**, Petitioner respectfully requests that this Honorable Court grant this petition and order all criminal history record information, including index references, pertaining to State of Georgia v. \_\_\_\_\_, in the \_\_\_\_\_, Court of \_\_\_\_\_ County, Accusation/Case number \_\_\_\_\_, be restricted by Georgia Crime Information Center (GCIC) all agencies maintaining such information in \_\_\_\_\_ County, including but not limited to the arresting agency and the jail/detention center, pursuant to O.C.G.A. §35-3-37(j)(4). In addition, the Petitioner requests the record of the instant case and the underlying criminal case of State v. \_\_\_\_\_, Court of \_\_\_\_\_ County, Accusation/Case number \_\_\_\_\_, including any index references, be sealed by the Clerks of Superior Court and \_\_\_\_\_ Court in \_\_\_\_\_ County pursuant to O.C.G.A. §35-3-37(m).

In the alternative, Petitioner respectfully requests that this Honorable Court schedule a hearing on this motion within ninety (90) days of filing of said petition.

Respectfully submitted this the \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_

Petitioner, *Pro Se*

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_

FAX: \_\_\_\_\_

EMAIL: \_\_\_\_\_



**IN THE SUPERIOR COURT OF \_\_\_\_\_ COUNTY  
STATE OF GEORGIA**

\_\_\_\_\_  
**Petitioner, *Pro se***

v.

\_\_\_\_\_,  
**Respondent, Solicitor General**

OTN: \_\_\_\_\_

Case No: \_\_\_\_\_

Judge: \_\_\_\_\_

**ORDER TO RESTRICT AND SEAL RECORDS OF YOUTHFUL OFFENDER CONVICTION**

This Court, having considered the Petitioner's Petition to Restrict and Seal Records of Youthful Offender Conviction pursuant to O.C.G.A. § 35-3-37(j)(4), (m) and for good cause shown,

IT IS HEREBY ORDERED that the Petition is granted and the Georgia Crime Information Center (GCIC) and every agency in \_\_\_\_\_ County, including but not limited to the arresting agency and the jail/detention center, is ordered to restrict all criminal history record information pertaining to the above-styled case and to the criminal case of State v. \_\_\_\_\_, in the \_\_\_\_\_ Court of \_\_\_\_\_ County, Accusation/Case Number \_\_\_\_\_ (Arrest Date: \_\_\_\_\_), pursuant to O.C.G.A. §35-3-37(j)(4).

IT IS FURTHER ORDERED, pursuant to O.C.G.A. §35-3-37(m), that the Clerk of Superior Court of \_\_\_\_\_ County seal the record of the instant case and the Clerk of \_\_\_\_\_ Court of \_\_\_\_\_ County seal the record of the underlying criminal case of State v. \_\_\_\_\_, \_\_\_\_\_ Court of \_\_\_\_\_ County, Accusation/Case Number \_\_\_\_\_, including any index references.

IT IS FURTHER ORDERED that information regarding the above-styled case and the underlying criminal case be disclosed only to judicial officials and criminal justice agencies for law enforcement purposes. All other requests for disclosure may not be granted without Order of the Court.

SO ORDERED this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
JUDGE, SUPERIOR COURT OF \_\_\_\_\_ COUNTY

Presented by:

\_\_\_\_\_  
Petitioner, *Pro Se*