

How to Request your GCIC (Georgia Crime Information Center) Criminal History

You can request a copy of your GCIC criminal history from most law enforcement agencies in the state of Georgia. In order to best review your criminal history, Georgia Justice Project (GJP) recommends obtaining your Purpose Code U report. Only you or your attorney have the right to get your own Purpose Code U report. A Purpose Code U report shows arrests that have been restricted (expunged), time-expired restricted, or discharged under the First Offender Act. This is your complete Georgia criminal history record – similar to what law enforcement can see. This complete report will allow GJP’s attorneys and paralegal to fully assess your criminal history. Please note that a Purpose Code U GCIC is a personal copy of your record and should not be shared with anyone.

I. Metro Atlanta

If you live in the Metro Atlanta area, you can obtain a Purpose Code U from the following locations:

Chamblee Police Department 4445 Buford Hwy NE, Chamblee, GA 30341 Monday – Friday, 8:00am – 6:00pm (770) 956-1068 Cost: \$10	Cobb County Police Department Central Records Unit 545 S. Fairground Street Marietta, GA 30060 Monday – Friday, 8:00am – 8:00pm (770) 499-3900 Cost: \$15
DeKalb County Police Department 1960 West Exchange Place, Tucker, GA 30084 Monday – Friday, 9:00am – 3:30pm Cost: \$10 *Ask for personal use GCIC	Clayton County Sheriff’s Office 9157 Tara Boulevard, Jonesboro, GA 30236 Monday – Friday, 9:00am – 5:00pm (770) 471-1122 Cost: \$20 (cash only)
South Fulton Police Department 3220 Butner Road, Atlanta, GA 30331 470-809-7300 Cost: \$25 Appointments ONLY. Appointment Link: https://kiosk.na6.qless.com/kiosk/app/home/144	

If you believe you have a warrant for your arrest, please do not visit an arresting agency to obtain your GCIC. You may reach out to intake@GJP.org for further assistance in getting your record.

II. Outside Metro Atlanta

No matter where you live in Georgia, you can request a Purpose Code U report. According to GCIC Operations Bulletin 2017-03, all local law enforcement agencies must provide a Purpose Code U report for record review reasons. The cost is usually between \$10 and \$25.

For More Information about our Criminal Records Program, email Intake@GJP.org or visit www.GJP.org.