

## Sealing Records

Once you have been off of parole for at least three years, you can start the process of sealing your criminal record. Sealing your record can make it easier to find employment, because Illinois employers cannot ask about sealed records.

Sometimes it is also possible to get a record expunged. An expunged record is erased; it is no longer accessible by the state or the public. This is typically only possible if your charges were dismissed.

All crimes except the ones on this list are eligible to be sealed:

- DUIs
- Reckless Driving
- Crimes involving mistreatment of animals
- Sex Offenses (misdemeanor public indecency and prostitution can be sealed)
- Domestic Battery
- Violations of Orders of Protection.

The offenses listed above **cannot be sealed**.

To begin the process of sealing your criminal record, submit a Petition to Seal. The Petition to Seal a Conviction form can be obtained at your county Circuit Clerk's office. This form can also be found online at [illinois.gov/osad/Expungement/Instructions\\_Forms/Pages/default.aspx](http://illinois.gov/osad/Expungement/Instructions_Forms/Pages/default.aspx)

To fill out this petition, you will complete a **full criminal history**.

Once you have filled out the form, take your completed form to the Circuit Clerk's office of the county you reside in. There is a fee for filing these petitions which varies by county.

**Note: It is up to the judge whether your record is sealed. It is not automatic.**

You will need to gather the following information for each arrest listed on your record:

- The case number.
- The date of your arrest.
- The law enforcement agency that arrested you (city or state).
- The charges that were brought against you.
- The final outcome (disposition) of each case, such as supervision or probation.
- The date each case was completed, such as the date your probation ended.
- The chief legal officer of the unit that arrested you. (If you were arrested by state police you need the state's attorney of the county in which you were arrested. If you were arrested by city police you need the lawyer which the city hires to do legal work. This can be found by calling city hall of the city whose police arrested you).
- The state's attorney that prosecuted your case.