

Do You Satisfy the Legal Requirements for Sealing Juvenile Offender Court Records?

In Washington, the Juvenile Court in the county where you were charged can order the sealing of your juvenile offender court record, but only if you meet the legal requirements described in the following chart. Review the requirements.

Please note that you are required to pay a \$100.00 non-refundable processing fee (money order) to begin this process. It is your responsibility to determine if you meet the criteria, NO LEGAL ADVICE WILL BE PROVIDED.

You must be at least 18 years of age at the time of this request and your offense must have been committed in Benton or Franklin Counties.

If you have marked **NO on all of the questions below you may proceed with your request to seal your juvenile records.**

	Yes	No
Are there currently any proceedings seeking a conviction against you for a juvenile offense or adult crime? (<i>pending charges</i>)		
Are there currently any proceedings seeking a diversion agreement against you?		
If convicted of a sex offense are you still required to register as a sex offender?		
Was your sex offense for one of the following crimes: rape in the first degree, rape in the second degree, indecent liberties with forcible compulsion?		
If you were ordered to pay restitution, *** do you still owe money?		
If you were ordered court fines or fees, *** do you still owe money?		
If your offense is classified as a class A felony:		
Have you been convicted of any offenses/crimes within the last 5 years?		
Has it been less than 5 years since your release from confinement, including any full-time residential treatment or since disposition (the date that you were sentenced in court)?		
If your charge is classified as a class B or C felony or misdemeanor:		
Have you been convicted of any offenses/crimes within the last 2 years?		
Has it been less than 2 years since your release from confinement, including full-time residential treatment or since disposition (the date that you were sentenced in court)?		

**BENTON/FRANKLIN COUNTIES JUVENILE JUSTICE CENTER
REQUEST FOR JUVENILE RECORDS
(OUT OF AREA NOTARIZED FORM)**

**Please note that there is a \$100.00 non-refundable processing fee due at the time of this request.
(Money order only made payable to BFJJC)**

TO BE COMPLETED BY REQUESTOR:

Full Legal Name: _____ Date of Birth: _____

Other Names Used: _____

Address: _____ City: _____ State/Zip: _____

Phone # () _____ Message Phone # () _____

EMAIL: _____

To be signed in the presence of a Notary Public before submitting, otherwise request and payment will be rejected

Per RCW 13.50.050, I am requesting a copy of my defendant's criminal history (DCH) and criminal referral history for sealing eligibility purposes only. I understand that only criminal history in Benton or Franklin county will be considered. I understand that said criminal history may contain information not considered to be public record and, therefore, not releasable to any third party. Any release of such information to any third-party hereafter is at my sole discretion.

Signature of Requestor

Dated: _____

State of _____

County of _____

The forgoing document was acknowledged before me ____ day of _____, ____.

Notary Public

My commission expires _____.

Mail this notarized form along with the processing fee to:

Benton/Franklin Juvenile Justice Center
Attn: Accounting
5606 W Canal Place, Suite 106
Kennewick, WA 99336

OFFICE USE ONLY:

\$100.00 processing fee was collected.

JUVIS# _____

Signature of Accounting Staff

Dated: _____