



EXPUNGEMENT OF A JUVENILE RECORD

FAMILY COURT OF THE STATE OF DELAWARE

<https://courts.delaware.gov/family>

Family Court Contact Information

New Castle County

Leonard L Williams
Justice Center
500 N. King Street
Wilmington, DE 19801
302-255-0300

Kent County

Family Courthouse
400 Court Street
Dover, DE 19901
302-672-1000

Sussex County

Family Courthouse
22 The Circle
Georgetown, DE 19947
302-855-7400

All Family Court Forms, FAQs, Filing Instruction Packets, and additional information can be found on the Family Court Website at:

<https://courts.delaware.gov/family>

What is an Expungement?

An order expunging a juvenile record erases a juvenile criminal record. When an expungement order is entered, the Court will order the State Bureau of Identification (“SBI”) to delete all records of the arrest. Once your record has been expunged, you are legally entitled to report that you have never been arrested or convicted for the expunged charge(s).

An expungement can occur in one of two ways. First, during any Family Court proceeding where any felony, misdemeanor or violation case is terminated in favor of a child, the Court *sua sponte*, or upon request of any party, **may** immediately order the expungement of the juvenile criminal history. This is called an **Immediate Expungement**. In order to be eligible for an immediate expungement, the child must otherwise qualify for a mandatory expungement. The second way is by filing a Petition for Expungement of a Juvenile Record. In Delaware, Sections 1014-1019 of Title 10 of the *Delaware Code* govern the process of petitioning for expungement of a juvenile record. The remainder of this guide provides information on how to file a Petition for Expungement.

Important Terms Related to Expungements:

Not all criminal records or charges qualify for an expungement. The law sets out specific circumstances for the expungement of juvenile records and specific charges that may be expunged. For example, Title 21 offenses (i.e. driving offenses) cannot be expunged. To determine whether your case might qualify for an expungement under the law, you must understand certain terms.

“Terminated in favor of the child” means that you were acquitted of all charges related to your case; or a nolle prosequi was entered on all charges related to your case; or the charges were dismissed for any reason. The dismissal might be because you successfully completed Arbitration, Probation Before Adjudication of Delinquency, or any Court approved diversion program.

A “case” is defined by statute as a charge or set of charges related to a complaint or incident that were joined for prosecution, or could have been joined for prosecution.

“Adjudication of delinquency” means you were found guilty after a trial, or you entered a plea of nolo contendere.

“Adult conviction” means a finding of guilt or nolo contendere entered by a Court for a charge or charges following a plea or trial. Only offenses for which a period of incarceration may be imposed shall be considered an adult conviction for purposes of a juvenile expungement. Other than felony convictions for driving a vehicle while under the influence, convictions for Title 21 offenses shall not be considered a conviction for purposes of a juvenile expungement.

“Sex offense” means any offense listed in Section 4121(a)(4) of Title 11. The list includes offenses in Sections 765 through 780, 787(b)(3) -(4), 1100A, 1108 through 1112B, 1335(a)(6), 1335(a)(7), 1352(2), 1353(2) or 1361(b) of Title 11.

<http://delcode.delaware.gov/title11/c041/sc03/index.shtml#4121>

<http://delcode.delaware.gov/title11/c005/sc02/index.shtml> (Section 765 through 787(b)(3)-(4))

<http://delcode.delaware.gov/title11/c005/sc05/index.shtml> (Section 1100 through 1112A)

<http://delcode.delaware.gov/title11/c005/sc07/index.shtml> (Section 1335 (a)(6) through 1361(b))

“Misdemeanor sex offense” means any misdemeanor offense listed in Section 4121(a)(4) of Title 11. “Felony sex offense” means any felony offense listed in Section 4121(a)(4) of Title 11.

<http://delcode.delaware.gov/title11/c041/sc03/index.shtml#4121>

“Violent felony” is defined as any offense listed in Section 4201 of Title 11.

<http://delcode.delaware.gov/title11/c042/index.shtml#4201>

Two Types of Juvenile Expungement Petitions:

I. Mandatory Expungement:

For certain crimes, the expungement is mandatory, or nearly automatic, once you obtain your criminal record from SBI and you file a Petition for Expungement of Juvenile Record (Mandatory) in Family Court. To qualify for a mandatory expungement, **you must not have an adult conviction (as defined above) or any pending criminal charges. Additionally, you must not have been adjudicated delinquent of first degree murder (§ 636 of Title 11), second degree murder (§ 635 of Title 11), first degree kidnapping (§ 783A of Title 11), manslaughter under either Section 632(2) or 632(5) of Title 11, rape first degree (§ 773 of Title 11), rape second degree (§ 772 of Title 11), arson first degree (§ 803 of Title 11), or an attempt to commit any of the aforementioned offenses.**

To have the Court order a mandatory expungement, your juvenile criminal history must also indicate:

- only misdemeanor and violation cases that were terminated in your favor (that means you were either acquitted of all charges following a trial, or a nolle prosequi was entered, or the charges were otherwise dismissed).

OR

- only felony, misdemeanor and violation cases were terminated in your favor and at least one (1) year has passed since the last felony case was terminated in your favor. (Note: If it has been less than one (1) year since the case was concluded, you may qualify for a discretionary expungement, as explained below).

OR

- no more than one (1) felony, misdemeanor, or violation case, which resulted in an adjudication of delinquency and at least three (3) years have passed since the date of adjudication provided the adjudication was not for a violent felony, felony sex offense, or misdemeanor sex offense as defined by Section 1016 of Title 10.

II. Discretionary:

If your case does not qualify for a mandatory expungement as explained above, you may still qualify for a discretionary expungement. A discretionary expungement means that the Attorney General’s office will have an opportunity to respond to your petition, and the Court will weigh the facts of your case to determine whether the petition is granted. The Court may choose to hold a hearing to determine whether or not an expungement will be granted.

Like the mandatory expungements, to qualify for a discretionary expungement **you must not have an adult conviction (as defined above) or any pending criminal charges. Additionally, you must not have been adjudicated delinquent of first degree murder (§ 636 of Title 11), second degree murder (§ 635 of Title 11), first degree kidnapping (§ 783A of Title 11), manslaughter under either Section 632(2) or 632(5) of Title 11, rape first degree (§ 773 of Title 11), rape second degree (§ 772 of Title 11), arson first degree (§ 803 of Title 11), or an attempt to commit any of the aforementioned offenses.**

To have the Court order a mandatory expungement, your juvenile criminal history must also indicate:

- only felony, misdemeanor, or violation cases, all of which were terminated in your favor and less than one (1) year has passed since termination of the last felony.

OR

- a single case that resulted in an adjudication of delinquency for a misdemeanor sex offense or violent felony and at least three (3) years have passed since adjudication.

OR

- no more than one case which resulted in an adjudication of delinquency for a felony sex offense and at least five (5) years have passed since adjudication.

OR

- Multiple adjudications for cases, except Title 11 violent felonies and felony sex offenses, and at least five (5) years have passed since the last adjudication.

OR

- Multiple adjudications for cases, that include Title 11 violent felonies and felony sex offenses, and at least seven (7) years have passed since the last adjudication.

AND

- You must show a manifest injustice if the charges were to remain on your arrest record.

How to File

Step 1: Obtain a certified copy of your Delaware criminal record.

Whether you are filing for a mandatory or discretionary expungement, in both instances, you will need a certified copy of your Delaware criminal record. The State Bureau of Identification will be able to provide you with a certified copy of your Delaware criminal record at one of their locations for a set fee. The three (3) Delaware SBI locations are:

| | | |
|---|---|---|
| <p>New Castle County Delaware State Police – Troop 2 100 Lagrange Ave. Newark, DE 19720 1-800-464-4357 OR (302) 739-2528</p> <p>APPOINTMENT REQUIRED</p> | <p>Kent County Blue Hen Mall & Corporate Center Suite 1B 655 Bay Road Dover, DE 19901 (302) 739-5871</p> <p>NO APPOINTMENT NECESSARY</p> | <p>Sussex County Thurman-Adams State Service Ctr. Room 202 546 S. Bedford Street Georgetown, DE 19947 (302) 856-5340</p> <p>APPOINTMENT REQUIRED</p> |
|---|---|---|

Step 2: Determine Which Expungement Type You Could Be Eligible to File with Your Charges

Once you've received the certified copy of your Criminal History, review the guide and FAQ and determine if your charges fall within any of the categories described. If your charges do not meet the criteria for mandatory expungement, review the guide and FAQ to determine whether your charges are eligible for a discretionary expungement. If your charges do not meet the requirements for either, you are not eligible to have your juvenile record expunged.

IF YOU ARE NOT ABLE TO DETERMINE WHETHER OR NOT YOUR CHARGES FALL WITHIN THE DESIGNATED CATAGORIES, YOU MAY NEED TO CONSULT WITH AN ATTORNEY.

Step 3: Complete and file your Petition for Expungement with the Court

Your Petition for Expungement, whether it be Mandatory or Discretionary, must be filed in the County where the most recent case was resolved. Your petition must include the certified copy of your criminal history from SBI.

IF you are filing for a **Discretionary Expungement**, there will be two additional steps:

1. Within the petition you will need to describe to the Court why the existence of your criminal history has created a **manifest injustice**. You have the burden of stating specific facts to support why having these charges on your record is causing you hardship. Space has been provided toward the bottom of the petition for this purpose. **YOU MUST COMPLETE THIS SECTION**
2. You must serve the Deputy Attorney General's office with a copy of your petition by mailing them a copy of the ENTIRE pleading (including your criminal history.) The address to the Deputy Attorney General's office in each County is listed at the top of the Petition for Discretionary Juvenile Expungement. An Affidavit of Mailing is also attached to the Petition which you will have notarized and filed with the Court upon mailing the filing to the Attorney General's Office.

Will I need to attend a Court hearing?

If you filed for a discretionary expungement, the Court may hold a hearing, or may grant your request without a hearing. If the Court decides to have a hearing, you will receive notice of the date and time.

What will happen if my adjudication of delinquency is expunged?

If the Court enters an Order granting your Petition for Expungement of Juvenile Record, then all evidence of your adjudication of delinquency and arrest record relating to the adjudication will be shielded from view. In addition, you will not have to disclose the arrest on the expunged charge(s) for any reason.

When a potential employer does a criminal background check, there will be no evidence on record with the Court or other State agencies relating to the expunged adjudication.

Where can I get a Petition for Expungement?

Petitions for Expungement of Juvenile Record both Mandatory and Discretionary are available at Family Court or on the Family Court website <http://courts.delaware.gov/family>.

Can I email my petition and related paperwork?

Petitions and papers may be emailed to Family Court. To file your petition by email, you must send the petition and all required forms to: FC_Expungement@delaware.gov

Below is a list of Court Forms. Although you can file these documents with the Court by email, you must still serve copies of the documents to the Attorney General's Office.

****Before filing by email, please review the Civil Filing by Email FAQ: <https://courts.delaware.gov/family/faqs>**

Required Forms and documents for Juvenile Expungement

- [Petition for Expungement of a Juvenile Record – Discretionary](#) (Form 282D)
- [Petition for Expungement of a Juvenile Record – Mandatory](#) (Form 282M)
- [Petition for Expungement of a Juvenile Record – Charge Sheet](#) (Form 282E)
- [Information Sheet](#) (Form 240)
- Certified Copy of Criminal History

ATTACHED. YOU WILL FIND AN ADDITIONAL GUIDE TO ASSIST YOU WITH UNDERSTANDING YOUR CRIMINAL HISTORY AND DETERMINING WHETHER YOUR CHARGE(S) QUALIFY FOR AN EXPUNGEMENT.

Criminal History Guide

Once you receive your criminal history from SBI, use this guide to help you better understand the document. This can help you to determine if your charges qualify for an expungement.

Name of Individual: John Doe

Date of Birth: 11/15/1970

FBI Number: 0000000000

SBI Number: 0000000000000

John Doe

Alias of the Individual

Charge History

Date of Arrest: 09/11/2008 Charging Agency: New Castle County PD

Complaint: 0192837455 Charge Sequence: 001 Charge: DE: 11 : 0601 : 00a1 : M :

Case #: 0888992211 Court of Record: New Castle County Family Court

Date of Disposition: 11/9/2008

Disposition: Dismissed

DE : 11 : 0601 : 00a1 : M :

This indicates the **Title** of the Delaware Code in which the charge is defined. (In this example, Title 11.)

This indicates the **sec-tion** of the Delaware Code in which the charge is defined. (In this example, Section 601.)

This indicates the **sub section** of the Delaware Code in which the charge is defined. (In this example Sub Section (a)(1))

This indicates whether the charge is a **misdemeanor or felony**
M = Misdemeanor
F = Felony

Date of Disposition: 11/9/2008

This is the date that your case was concluded.

Disposition: Dismissed

This is the outcome of your case:

IF the case was terminated in your favor, the Disposition would read: Dismissed, Dismissed with Prejudice, Dismissed without Prejudice, Not Guilty, No Violation, Nolle Prosequi, Juvenile Found Not Guilty or Juvenile Found Not Delinquent

IF the case was NOT terminated in your favor, the Disposition would read: Juvenile found delinquent, Guilty, Nolo Contendere or Found in Violation

The Family Court of the State of Delaware

In and For New Castle Kent Sussex County

STATE CRIMINAL HISTORY REQUIREMENT FOR JUVENILE EXPUNGEMENT

Any individual seeking the expungement of a juvenile record must obtain and attach a copy of their Certified State Criminal History to their pleading. To obtain a copy of the Certified State Criminal History, you must report to one of the SBI locations listed below:

New Castle County

Delaware State Police – Troop 2
100 Lagrange Ave.
Newark, DE 19720
1-800-464-4357 OR (302) 739-2528
(APPOINTMENT REQUIRED)

Kent County

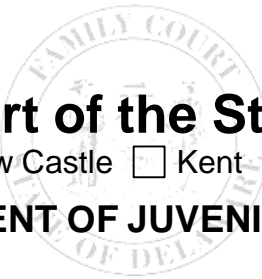
Blue Hen Mall and Corporate Center – Suite 1B
655 Bay Rd.
Dover, DE 19901
(302) 739-5871
(NO APPOINTMENT NECESSARY)

Sussex County

Thurman-Adams State Service Center
Room 202
546 S. Bedford St.
Georgetown, DE 19947
(302) 856-5340
(APPOINTMENT REQUIRED)

You will incur a cost to obtain your Certified State Criminal History. New Castle and Kent Counties will accept cash, money order, or credit (debit, MasterCard & Visa) as payment. Sussex County will only accept money order or credit.

**Cash will NOT be accepted at the Sussex County location.
Personal checks will not be accepted at any location.**



The Family Court of the State of Delaware

In and For New Castle Kent Sussex County

PETITION FOR EXPUNGEMENT OF JUVENILE RECORD (MANDATORY)

| |
|--|
| Petitioner |
| Street Address (including Apt) |
| P.O. Box Number |
| City/State/Zip Code |
| Attorney Name |
| Interpreter needed? <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Language |

| |
|----------------|
| Crim. Case No. |
| CPI No. |

1. I am _____ an adult born on _____ (hereinafter "Petitioner") seeking to expunge my juvenile arrest record.

OR

I am _____ the parent/guardian, guardian *ad litem* or attorney of the minor child listed above who was born on _____ who is seeking to expunge said minor child's (hereinafter "Petitioner") arrest record.

2. A certified copy of Petitioner's state criminal history from the Delaware State Bureau of Identification ("SBI") is attached hereto.

3. Petitioner asks the Court to expunge the following charges:

| Charge | Disposition | Disposition Date | Criminal Case Number |
|--------|-------------|------------------|----------------------|
| | | | |
| | | | |
| | | | |
| | | | |

4. Other than those charges listed above Petitioner has had no other adjudications of delinquency or adult convictions in any Court and has no pending delinquency or criminal charges.

Petitioner's Signature

Sworn to subscribed before me this _____ day of _____,

Clerk of Court/Notary Public Date

The Family Court of the State of Delaware

In and For New Castle Kent Sussex County

STATE CRIMINAL HISTORY REQUIREMENT FOR JUVENILE EXPUNGEMENT

Any individual seeking the expungement of a juvenile record must obtain and attach a copy of their Certified State Criminal History to their pleading. To obtain a copy of the Certified State Criminal History, you must report to one of the SBI locations listed below:

New Castle County

Delaware State Police – Troop 2
100 Lagrange Ave.
Newark, DE 19720
1-800-464-4357 OR (302) 739-2528
(APPOINTMENT REQUIRED)

Kent County

Blue Hen Mall and Corporate Center – Suite 1B
655 Bay Rd.
Dover, DE 19901
(302) 739-5871
(NO APPOINTMENT NECESSARY)

Sussex County

Thurman-Adams State Service Center
Room 202
546 S. Bedford St.
Georgetown, DE 19947
(302) 856-5340
(APPOINTMENT REQUIRED)

You will incur a cost to obtain your Certified State Criminal History. New Castle and Kent Counties will accept cash, money order, or credit (debit, MasterCard & Visa) as payment. Sussex County will only accept money order or credit.

Cash will NOT be accepted at the Sussex County location.

Personal checks will not be accepted at any location.

The Family Court of the State of Delaware

In and For New Castle Kent Sussex County

PETITION FOR EXPUNGEMENT OF JUVENILE RECORD (DISCRETIONARY)

| | | |
|--|--|----------------|
| Petitioner | Respondent: Attorney General <input type="checkbox"/> New Castle County 820 N. French Street Wilmington, DE 19801 <input type="checkbox"/> Kent County 102 W. Water Street Dover, DE 19904 <input type="checkbox"/> Sussex County 114 East Market Street Georgetown, DE 19947 | Crim. Case No. |
| Street Address (including Apt) | | CPI No. |
| P.O. Box Number | | |
| City/State/Zip Code | | |
| Attorney Name | | |
| Interpreter needed? <input type="checkbox"/> Yes <input type="checkbox"/> No Language | | |

1. I am _____ an adult born on _____
(hereinafter "Petitioner") seeking to expunge my juvenile arrest record.

OR

I am _____ the parent/guardian, guardian *ad litem*, or attorney of the
minor child listed above who was born on _____ who is seeking to expunge said minor child's
(hereinafter "Petitioner") arrest record.

2. A certified copy of Petitioner's state criminal history from the Delaware State Bureau of Identification ("SBI") is attached hereto.

3. Petitioner asks the Court to expunge the following charges:

| Charge | Disposition | Disposition Date | Criminal Case Number |
|--------|-------------|------------------|----------------------|
| | | | |
| | | | |
| | | | |
| | | | |

4. Other than those charges listed above, Petitioner has had no other adjudications or adult convictions in any court and has no pending delinquency or criminal charges.

5. **AND**, the continued existence and possible dissemination of information relating to the arrest of Petitioner causes, or may cause, circumstances which constitute a manifest injustice to Petitioner because (**must allege specific facts**):

WHEREFORE, Petitioner prays that this court grant an order directing that all indicia of arrest, including police records, court records, and any electronic records relating to the arrest associated with the above-listed charges be expunged.

Petitioner's Signature Date

Sworn and subscribed before me this _____ day of _____,

Clerk of Court/Notary Public

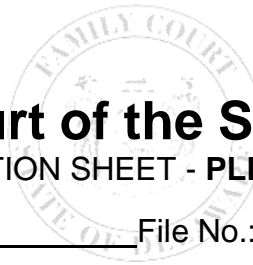
AFFIDAVIT OF MAILING

I, the Petitioner, affirm that a true and correct copy of this Petition was placed in the U.S. Mail on the _____ day of _____ and sent to the Attorney General at the address listed on the petition, first class postage pre-paid.

Petitioner

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

Clerk of Court/ Notary Public



The Family Court of the State of Delaware

INFORMATION SHEET - PLEASE PRINT

Date: _____ File No.: _____

**Please fill in A to K pertaining to you the Applicant/Petitioner. (For additional petitioners use additional sheets)
PLEASE PRINT CLEARLY**

A. Name: _____

B. Address: _____

City/State/Zip: _____

C. Phone – Home: _____ Work: _____ Cell: _____

D. Employer & Address: _____

Hours/Shift _____

E. Social Security No.: _____ F. Date of Birth: _____

G. Place of Birth (City & State): _____

H. Sex: _____ Race: _____ Height: _____ Weight: _____ Hair: _____ Eyes: _____

Marks/Scars/Tattoos: _____

I. Type of motor vehicle operated by you: _____

J. Driver's License No.: _____ State of Issue: _____ Expiration Date: _____

K. Your relationship to the Defendant/Respondent: _____

L. Attorney: _____

I authorize Family Court to deliver court orders in my case(s) to my email address instead of to my mailing address. My email address is: _____.

*Please note that if you provide an email address, all orders in your pending civil cases in Family Court will be sent in an encrypted email via Egress to the email address provided and will not be mailed to your physical address. For information on how to receive encrypted emails through Egress, please visit <https://judicial.state.de.us/courtdox/Download.aspx?id=94888&court=readonly>.

Please fill out the information below in reference to the child(ren) who are involved.

Children

| Name | Relationship | Sex | Race | D.O.B. | SSN | Birthplace City & State |
|------|--------------|-----|------|--------|-----|----------------------------|
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

Please fill in L to Y pertaining to the Defendant/Respondent. (For additional respondents use additional sheets)

M. Defendant/Respondent is a: (Check One) ADULT JUVENILE

N. Name: _____

O. Address: _____

City/State/Zip: _____

P. Phone – Home: _____ Work: _____ Cell: _____

Q. Employer & Address: _____

Hours/Shift _____

R. Social Security No.: _____ S. Date of Birth: _____

T. Place of Birth (City & State): _____

U. Relationship to Child: Not Applicable Mother Father Relative Non-Relative

Other (Please Describe) _____

V. Sex: _____ Race: _____ Height: _____ Weight: _____ Hair: _____ Eyes: _____

Marks/Scars/Tattoos: _____

W. Driver's License State & No.: _____ X. Type of vehicle operated by Defendant/Respondent: _____

Y. Parent's Name (if a juvenile): _____

Z. Time when Respondent is usually home: _____

AA. Additional information about Respondent that may aid the process server in locating him/her to serve petition:

DIRECTIONS TO RESPONDENT'S RESIDENCE

Do any of the following statements apply to you?

1. I have pending criminal charges.
2. I have an adult conviction.
3. I was adjudicated delinquent of one of the following: first degree murder (§ 636 of Title 11), second degree murder (§ 635 of Title 11), first degree kidnapping (§ 783A of Title 11), manslaughter under either Section 632(2) or 632(5) of Title 11, rape first degree (§ 773 of Title 11), rape second degree (§ 772 of Title 11), arson first degree (§ 803 of Title 11), or an attempt to commit any of the aforementioned offenses.

