

DISTRICT COURT OF SEBASTIAN COUNTY, ARKANSAS
GREENWOOD DIVISION
PO Box 925, Greenwood, AR 72936-0925
(479) 996-6501

Application for Order to Seal Record

FULL NAME: _____ DATE OF BIRTH: _____

MAILING ADDRESS: _____

TELEPHONE # _____ SOCIAL SECURITY# _____

CHARGE: _____ DATE OF ARREST: _____

****READ CAREFULLY**** You may apply for an Order to Seal a record through the District Court of Sebastian County, Greenwood Division **ONLY** if you meet the following criteria: (1) You have not been granted an expungement in the past, (2) You have no prior felony convictions, (2) You entered a plea of guilty/ nolo contendere to the charge, (4) You were placed on probation or a suspended imposition of sentence.

LETTERS REQUIRED:

FORT SMITH POLICE DEPARTMENT

100 S. 10TH STREET
FORT SMITH, AR 72901

SEBASTIAN COUNTY SHERIFF'S OFFICE

800 S. "A" STREET
FORT SMITH, AR 72901

SEBASTIAN COUNTY CIRCUIT CLERK

SEBASTIAN COUNTY COURTS BUILDING
901 S. "B" ROOM 205
FORT SMITH, AR 72901

These letters need to state that you have not been in trouble during the time span of your probation. Offenses such as speeding tickets are not held against you.

****READ CAREFULLY****

When you have obtained these documents, return them, along with this application to the District Court-Greenwood Division for verification and to file the completed & signed Petition to Seal. The Petition is provided to the arresting agency and the Prosecuting Attorney, who will have thirty (30) days to file any objections the Petition, before the Court grants the Petition. Should no objection be filed within the thirty day period, this office will prepare an ORDER TO SEAL for the Judge's signature. A copy of the Order to Seal will be provided to you by mail after it has been filed. IF YOU ARE REQUESTING THAT A RECORD BE SEALED ON A CHARGE IN WHICH YOU WERE NOT FINGERPRINTED, YOU WILL BE REQUIRED TO SUBMIT FOR FINGERPRINTING BEFORE THE JUDGE SIGNS THE ORDER TO SEAL.