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State Attorney



Congratulations!

You are eligible to seal or expunge a criminal case from your record.

What Should You Do Next?

1. Mail the following items to: **FLORIDA DEPARTMENT OF LAW ENFORCEMENT
ATTN: EXPUNGE/SEAL SECTION
P.O. BOX 1489
TALLAHASSEE, FLORIDA 32302-1489**
 - A) A completed "Application for Certification of Eligibility", notarized.
 - B) A completed Florida Department of Law Enforcement Fingerprint Form
 - C) A certified copy of the final disposition of your case (red stamp)
 - D) A \$75.00 Cashier's Check or money order
2. The Florida Department of Law Enforcement will mail you a "Certificate of Eligibility" (*contact FDLE at (850) 410-7870 if you would like to know wait time*), which authorizes you to Seal or Expunge your case.
3. When you receive this certificate, take it to the Clerk of Court's Office located at 1351 NW 12th Street, Miami, FL. Got to the 8th floor for Misdemeanors or the 9th floor for felony cases. You cannot file this certificate at a branch court location. *Note: If you are applying for citizenship, please consult an immigration lawyer. You may want to request 6 "certified" copies of your arrest record for USCIS.*
4. At the clerk's office you will need to fill out some additional documentation that they will give you or you can get the forms online at: www.miami-dadeclerk.com/courts_sealing.asp
The filing fee for this process is \$42.00, plus the cost of copies, if needed.
5. Once your documents have been filed, your case will be placed on calendar. The Clerk's office will let you know the date and time your petition to Seal or Expunge will be addressed by the court.
6. If court approves and signs off on the petition, the Clerk of Court will send certified copies of the Judge's order to all the law enforcement agencies involved in your case and they will either seal or expunge your record as the Judge has ordered.