**CAUSE NO.**

**IN THE MATTER OF § IN THE DISTRICT COURT**

**§**

**§ \_\_\_\_\_ JUDICIAL DISTRICT**

**§**

**§ \_\_\_\_\_\_ COUNTY, TEXAS**

# ORDER SEALING RECORDS

On the \_\_\_\_day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, in the above-numbered and styled cause, the application of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, hereinafter PARTY, to have PARTY’S juvenile records sealed, came before this Court.

After reviewing the PARTY’S record and the relevant criteria, the Court finds the PARTY’s juvenile records are eligible for sealing as provided by Section 58.256 because the following are true:

1. PARTY is at least 17 years of age OR PARTY is under 17 years of age and at least one year as passed since the final discharge of every matter for which PARTY was referred to the juvenile court or probation department.
2. PARTY has no delinquent conduct matters pending.
3. PARTY has not as an adult been convicted of a felony.
4. PARTY has no pending charges as an adult for a felony or for a misdemeanor punishable by confinement in jail.
5. PARTY has never received a determinate sentence as disposition in a juvenile matter.
6. PARTY is not currently required to register as a sex offender.
7. PARTY, if previously committed to the Texas Juvenile Justice Department, has been discharged.

The Court further finds that such records should be sealed without the Court holding a hearing.

THEREFORE, IT IS ORDERED that the following files and records regarding PARTY be sealed:

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

D.O.B. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sex:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Race: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SSN: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TDL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Offense #1: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TRN #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Conduct: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Disposition Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Location of Conduct: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cause No. of Juvenile File: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Court and County Petition Filed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Conduct #2: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TRN #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Conduct: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Disposition Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Location of Conduct: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cause No. of Juvenile File: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Court and County Petition Filed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(REPEAT PREVIOUS BLOCKS AS NECESSARY)

IT IS FURTHER ORDERED:

1. The entities listed in Section 5 below, with the exception of [any entity not covered in 58.259], shall take the applicable actions set out for that entity in Section 58.259 and send to this Court a completed Agency Verification Form, which is attached, no later than the 61st day after receiving this Order.
2. Each entity listed in Section 5 below shall reply upon inquiry that “**No record exists**” with respect to the PARTY and the conduct.
3. The Texas Department of Public Safety shall forward this Order to the Federal Bureau of Investigation with the explanation of the effect of this Sealing Order and request that the records in the possession of the Federal Depository, including any information with respect to this Sealing Order, be destroyed or returned to the Court.
4. The custodian of records for the \_\_\_\_\_\_\_\_\_\_ Police Department shall contact any central federal depository, including the Federal Bureau of Investigation, to which it sent information concerning the arrest or detention of the PARTY to request the depository return all records and files subject to this Sealing Order.
5. The clerk shall send a copy of this Order to the following:
6. \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Police Department
7. \_\_\_\_\_\_\_\_\_\_\_\_\_ Juvenile Probation Department
8. \_\_\_\_\_\_\_\_\_\_\_\_\_ District Attorney’s Office
9. \_\_\_\_\_\_\_\_\_\_\_\_\_ District Clerk
10. \_\_\_\_\_\_\_\_\_\_\_\_\_ Court Reporter
11. \_\_\_\_\_\_\_\_\_\_\_\_\_ [placement facility, if any]
12. Texas Department of Public Safety, Juvenile Justice Information System

Crime Records Section (MSC0234)

Box 4143

Austin, Texas 78765-4143

1. Texas Juvenile Justice Department [only if committed to TJJD]

Office of General Counsel – Records Section

P.O. Box 12757

Austin, Texas 78711

1. [List any other entities with records]

IT IS FURTHER ORDERED that, pursuant to Section 58.261, Family Code, the Party is not required to state in any proceeding or in any application for employment, licensing, admission, housing, or other public or private benefit that the person has been the subject of a juvenile matter and the information in the sealed records, the fact that the records once existence, or the person’s denial of his or her involvement in the juvenile matters that are the subject of this sealing order may not be used against the person in any manner, including in:

1. a perjury prosecution or other criminal proceeding;
2. a civil proceeding, including an administrative proceeding involving a governmental entity;
3. an application process for licensing or certification; or
4. an admission, employment, or housing decision.

**DISMISSAL OF ALL ACTIONS**

IT IS FURTHER ORDERED, ADJUDGED, AND DECREED that any action of the Juvenile Court that is the subject of this order is hereby vacated, and the proceedings in all such causes are hereby dismissed and treated for all purposes as if they never had occurred and all public or private agencies, institutions, and officials named in this order shall reply, upon inquiry, that no files and/or records exist with respect to this juvenile.

**SUBSEQUENT ACCESS**

IT IS FURTHER ORDERED that the PARTY, both personally and/or by way of counsel, shall be entitled, upon request, to have the current or former possessors confirm whether or not the records have been sealed in accordance with the law and this Order.

**CLARIFYING ORDERS**

Without affecting the finality of this Order Sealing Files and Records, this Court expressly reserves the right to make any Orders necessary to clarify and enforce this Order.

IT IS FURTHER ORDERED that this sealing proceeding and this Order may not be disclosed except as provided by law.

Signed the \_\_\_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

JUDGE PRESIDING