

CITY OF BATON ROUGE
VERSUS

FILE/TICKET NO. _____
BATON ROUGE CITY COURT
CITY OF BATON ROUGE
STATE OF LOUISIANA

DATE OF BIRTH _____ RACE ___ SEX ___
DRIVER'S LICENSE NO. _____
SOCIAL SECURITY NO. _____

STATE POLICE NO. _____

MOTION AND ORDER TO EXPUNGE RECORD

----- **MOTION** -----

ON MOTION of _____, on producing due proof in support thereof, and the law and evidence being in favor of Mover for expungement of the arrest record; **MOVER PRAYS** that this Honorable Court issue an expungement order in accordance with the foregoing request.

RESPECTFULLY SUBMITTED: _____ **SIGNATURE:** _____
ADDRESS: _____

----- **ORDER** -----

CONSIDERING the foregoing motion, and in accordance with LSA – R.S. 44:9:

IT IS ORDERED that the Clerk of Baton Rouge City Court, the custodian of records for the Baton Rouge City Police Dept. (Traffic Records and Criminal Records), the Office of the City Prosecutor, and the Parish Attorney’s Pretrial Diversion Division expunge and destroy any and all records of the arrest of _____ on _____ by the Baton Rouge City Police Dept. in the City of Baton Rouge, La., on the charge of _____ and that the Clerk of Baton Rouge City Court, and the custodian of records for each of the above mentioned agencies make due return to this Court certifying that they have expunged and destroyed any and all records relative to said arrest.

IT IS FURTHER ORDERED that the above named officials and agencies be and are hereby directed to request, as submitting authorities, that the La. State Police Bureau of Criminal Identification return to them, as submitting authorities, any and all documents submitted to the La. State Police Bureau of Criminal Identification in connection with the arrest of Mover on the above indicated arrest date, including, but not limited to all mug shots, fingerprint cards, and rap sheets, by _____.

SIGNED this _____ day of _____, 20_____, at Baton Rouge, Louisiana.

JUDGE, BATON ROUGE CITY COURT

----- **RETURN** -----

I CERTIFY that the records of _____ have been expunged of all documents and evidence mentioned in the above and foregoing Motion and Order to Expunge Record and that said reports and evidence have been destroyed.

SIGNED this _____ day of _____, 20_____, at Baton Rouge, Louisiana.

CHIEF DEPUTY CLERK OF CITY COURT/CUSTODIAN OF RECORDS

SIGNATURE OF AUTHORIZED OFFICIAL AGENCY

SUMMONS