

STATE OF MICHIGAN JUDICIAL CIRCUIT - FAMILY DIVISION COUNTY	APPLICATION TO SET ASIDE ADJUDICATION(S)	CASE NO. PETITION NO.
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ORI _____ Court address _____ Court telephone no. _____

MI-
Police Report No.

CTN/TCN	SID	DOB
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1. In the matter of
name(s), alias(es) _____
2. On _____, a disposition hearing was held because I was adjudicated, as a juvenile delinquent, of the
Date
following offense(s): _____
A certified record of the adjudication(s) is attached.
 I was not detained for the offense(s).
 I completed the term of detention for the offense(s) on _____.
3. No other application has been filed to set aside this/these or any other adjudication(s) in any court. **OR**
 One or more applications were filed to set aside adjudications and the applications are pending or were disposed. Copies of any applications and orders are attached.
4. I am 18 years of age or older.
5. At least one year has passed since the disposition was entered on my adjudication(s) or since I was released from detention for the adjudication(s). No criminal charges are pending against me. I have not been adjudicated for more offenses than allowed under MCL 712A.18e(1). I do not have an adult felony conviction.
6. I am requesting that multiple adjudications be set aside as one offense. These adjudications arose out of a series of acts that were in a continuous time sequence of 12 hours or less and displayed a single intent and goal.
7. I **request** that the court issue an order to set aside the above adjudication(s) as provided by law. I consent to the use of the nonpublic record created by MCL 712A.18e(13) to the extent authorized by MCL 780.623.

Applicant signature

Address

City, state, zip Telephone no.

Subscribed and sworn to before me on _____, _____ County, Michigan.
Date

My commission expires: _____ Signature: _____
Date Deputy clerk/Notary public

Notary public, State of Michigan, County of _____

NOTICE OF HEARING

The hearing cannot be held until the court receives the Michigan State Police report required under MCL 712A.18e(5).

TO: Michigan Attorney General and _____
Prosecuting official

A hearing will be held on the above application to set aside adjudication(s) on _____ at _____
Date Time

at _____ before _____
Location Bar no.

PROOF OF SERVICE

I certify that copies of this application, certified record of adjudication(s), and notice of hearing were served on the

prosecuting official on _____ by first-class mail addressed to the last-known address.
Date

Attorney General on _____ by first-class mail addressed to the last-known address.
Date

I certify that copies of this application, certified record of adjudication(s), and the fingerprint card, accompanied by required fee, were served on the Michigan State Police on _____ by first-class mail addressed to the last-known address.
Date

Date

Applicant signature

INSTRUCTIONS:

For additional instructions and an online interview that will help you create forms, go to michiganlegalhelp.org.

1. Determine whether you are eligible to apply to have your adjudication set aside according to MCL 712A.18e. You must complete a separate application for each adjudication if you are applying to have more than one adjudication set aside.
2. Find out the exact date of adjudication and the charge from the court. Get a certified copy of the adjudication.
3. Swear to the truth of the statements in this application and then sign it in the presence of the court clerk or a notary public.
4. Make four copies of all attachments and this application. Take all copies to the court clerk.
5. Depending on local practice, the clerk of the court may set a hearing date at the time of filing. If a hearing date is set at the time of filing, the clerk of the court will complete the Notice of Hearing.
6. Go to the local law enforcement agency for a fingerprint card and get fingerprinted on the applicant card (RI-8). There may be a fee for fingerprinting. Fill out the card completely.
7. Make out a money order or check to the State of Michigan for the application. The application fee is \$25.00. This fee is sent with the application packet to the Michigan State Police for processing.
8. Mail a copy of the application packet, application fee, and the fingerprint card to the Michigan State Police by first-class mail to Michigan State Police, Criminal Justice Information Center - Criminal History, PO Box 30266, Lansing, Michigan 48909.
9. Mail a copy of the application packet to the Attorney General of the State of Michigan by first-class mail to Office of the Attorney General, Criminal Appellate Division, PO Box 30217, Lansing, Michigan 48909.
10. Mail a copy of the application packet to the correct prosecuting official where the conviction occurred (county, city, or township) by first-class mail. See www.michiganprosecutor.org/about-us-menu/prosecutor-directory for the addresses of county prosecutors.
11. On both copies of the application, fill in the Proof of Service on the back of the form. After you fill out and sign the Proof of Service, mail or take one of the remaining application packets with the completed Proof of Service to the court. Keep the other copy of the application packet for your records.