



Michigan Supreme Court

State Court Administrative Office

Trial Court Services Division

Michigan Hall of Justice

P.O. Box 30048

Lansing, Michigan 48909

Phone (517) 373-4835

MEMORANDUM

DATE: December 15, 2005

TO: Circuit Court Administrators
Family Division Administrators
Probate Court Administrators
Juvenile Registers
Probate Registers

FROM: Jennifer Warner, Family Division Management Analyst

RE: Destruction of Juvenile Court Files

On December 6, 2005, the Michigan Supreme Court amended MCR 3.925, which governs the destruction of court files and records in juvenile proceedings. Effective January 1, 2006, MCR 3.925(E)(2)(c)(1) requires that records and files of all juvenile offenses be destroyed when the person becomes 30 years old. Records relating to specified juvenile offenses, traffic offenses, and offenses for which the maximum sentence is life in prison will no longer be required to be maintained permanently.

Except for the change in MCR 3.925(E)(2)(c)(1), courts must still follow *General Schedule 16 Records Retention and Disposal Schedule for Michigan Trial Courts (Schedule 16)*. Before courts may destroy records pursuant to the amended rule, they must comply with the destruction procedures set forth in the *Michigan Trial Court Case File Management Standards (Component 36)*. If a case file does not contain a case history or summary, the records in that file may *not* be destroyed. Courts must retain a copy of all final judgments or orders as specified in item 42 of *Schedule 16* in compliance with MCL 600.2137(4).

Schedule 16 is being revised. Our office will notify courts when the revised *Schedule 16* becomes available.

See the [amended rule](#) and [Schedule 16](#). If you have any questions, please contact me at warnerj@courts.mi.gov or (517) 373-7454.