

FAIRFIELD COUNTY JUVENILE COURT

224 East Main Street, Lancaster, OH 43130
Phone: (740) 652-7463 FAX: (740) 687-0942

REQUEST FOR JUVENILE RECORDS

In order to ensure compliance with the public records law and the confidentiality requirements of some juvenile records, requests for information **without a signed release** or requests for sealed records must be made in writing. This request will be reviewed by the Judge or the county prosecutor, if a legal opinion is required, and a response will be provided as soon as possible. A deposit for copying costs may be required.

JUVENILE'S INFORMATION: *(Please print and complete all information you have available)*

LAST NAME:	FIRST NAME:	MI:	DOB:
ADDRESS:	CITY:	ST:	ZIP:
INFORMATION YOU ARE REQUESTING:			

IF THE INFORMATION YOU ARE REQUESTING IS CONTAINED IN A SEALED RECORD:

Pursuant to O.R.C. 2151.355 through 2151.358, **effective 10/19/06, sealed records are only accessible to the parties listed below.** If you wish to obtain information from sealed records, please mark all of the following that apply:

- 2151.357(E)(2):** The records in question pertain to an act that would be an offense of violence that would be a felony if committed by an adult and I am a law enforcement officer or prosecutor, or the assistant of a law enforcement officer or prosecutor. My inspection is for a valid law enforcement or prosecutorial purpose, as follows: _____
- **Notice:** You may only use these records for a valid law enforcement or prosecutorial purpose.
- 2151.357(E)(3):** I am the subject of the records and have provided a photo identification to the clerk.
- **Notice:** The law permits you to properly reply that no record exists regarding any record that is sealed. If asked, the Court will also reply that no record exists.
- 2151.357(E)(5):** I am a party in a civil action that is based on a case which has been sealed and copies of those records are solely for that civil action.
- **Notice:** These records are otherwise confidential and subject to O.R.C. 2151.355 through 2151.358.
- 2151.357(E)(6):** I am the Attorney General or an authorized employee of the Attorney General for purposes of determining whether a child is a public registry qualified juvenile offender registrant as defined in 2950.01.

REQUESTING PARTY:	AGENCY:	DATE REQUESTED:	
ADDRESS:	CITY:	STATE:	ZIP
EMAIL:	PHONE:	CELL:	
SIGNATURE:			
<input type="checkbox"/> To Prosecutor for opinion on:		<input type="checkbox"/> Denied	<input type="checkbox"/> Approved

DATE

COURT OFFICIAL