

# 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)*

<b>LAST NAME:</b>	<b>FIRST NAME:</b>	<b>MI:</b>	<b>DOB:</b>
<b>ADDRESS:</b>	<b>CITY:</b>	<b>ST:</b>	<b>ZIP:</b>
<b>INFORMATION YOU ARE REQUESTING:</b>			

## 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 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: \_\_\_\_\_
- 2151.357(E)(4):** the records in question pertain to an alleged violation of division (E)(1) of section 4301.69 of the Ohio Revised Code (underage alcohol possession), and the inspection is for the purpose of determining whether the person is eligible for diversion under division (E)(2) of section 4301.69 of the Ohio Revised Code. I am a law enforcement officer or prosecutor, or the assistant of a law enforcement officer or prosecutor and 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.

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

\_\_\_\_\_  
DATE

\_\_\_\_\_  
COURT OFFICIAL