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JUDY R. ENSLEN

Clerk of Courts

BEAVER COUNTY

BEAVER COUNTY COURTHOUSE

810 THIRD STREET • BEAVER, PENNSYLVANIA 15009-2193

THERESA ANTONIAZZI

CHIEF DEPUTY

STEPHEN COLAFELLA

SOLICITOR

BEAVER COUNTY A.R.D. DISMISSAL/EXPUNGEMENT INSTRUCTIONS Pa.R.Crim.P. 319 and 320

Please fill out the form completely and obtain the required certification from the Adult Probation Department that you have successfully completed the A.R.D. Program (Accelerated Rehabilitative Disposition). All costs, fines and restitution assessed to your court case must be paid in full. You may utilize the public website for docket number information: <https://ujportal.pacourts.us>

The original Motion for Dismissal/Expungement along with the fee of **\$132.00** (cash or credit card) must be filed simultaneously at the Clerk of Courts' Office, 810 Third Street, Beaver, PA 15009. The Clerk of Courts will serve a copy of the Motion upon the District Attorney's Office. The District Attorney's Office has 30 days to consent or object to the Expungement. If the District Attorney files his Consent, the motion will be forwarded to the Motion Court Judge for signature. If there is an Objection, most likely a hearing will be requested by the District Attorney.

Once a Order of Court is signed your name will be removed from the state's computer database (CPCMS) after notification to the Administrative Office of Pennsylvania Courts. Certified copies of the Order will be mailed to each of the keepers of record that have a copy of your criminal record. Each of these offices will return an Affidavit of Expungement of compliance to the Clerk's Office indicating they have removed your name from their database and have destroyed the information pertaining to the case. Sometimes it may take several months to retrieve all of the affidavits. **Note: The Expungement is not final until we have received all affidavits.** Once all copies of each Affidavit are returned to the Clerk of Courts' Office, a Final Certificate (Order), will be mailed to you at your last address of record.

Should you present a Certificate of Attendance from CareerLink, dated within the last two (2) years, or if you are a Veteran and provide a copy of your DD-214 indicating an HONORABLE DISCHARGE, to the Clerk of Courts at the time of filing your Motion, the Court is willing to waive the Expungement filing fee.

01/01/2024

IN THE COURT OF COMMON PLEAS OF BEAVER COUNTY, PENNSYLVANIA

COMMONWEALTH OF PENNSYLVANIA

v.

:
: CP-04-CR-_____
:
:
:
:

(Petitioner's Name)

**MOTION FOR DISMISSAL OF CHARGES AND EXPUNGEMENT
UPON SUCCESSFUL COMPLETION OF THE A.R.D. PROGRAM
PURSUANT TO PA.R.CRIM.PRO. 319 & 320**

AND NOW comes Petitioner _____, requesting
Dismissal of Charges and Expungement due to successful completion of the A.R.D. Program
evidenced by affidavits below and upon payment of the appropriate filing fee.

*The Petitioner avers that the facts set forth in this petition are true and correct to the best
of my personal knowledge or information and belief, and are made subject to the penalties of
unsworn falsification to authorities under 18 Pa.C.S. §4904.*

Respectfully Submitted,

Signature of Petitioner or Counsel

Date

(Address)

**I, _____, County Probation Officer, hereby
certify that the above-captioned Petitioner has successfully completed the A.R.D. Program.**

Signature of County Probation Officer

Date

MOTION FOR DISMISSAL AND EXPUNGEMENT TO BE PRESENTED TO THE COURT
UPON RECEIPT OF DISTRICT ATTORNEY FILING CONSENT OR OBJECTION. IF
NEITHER IS FILED WITHIN THIRTY DAYS, THE MOTION WILL BE GRANTED.

The Commonwealth hereby:

- CONSENTS** to this Motion for Dismissal and Expungement
- OBJECTS** with Objections to be filed with the Court

Signature

Date



Petition for Expungement Pursuant to Pa.R.Crim.P. 790

AND NOW, the petitioner avers the following and requests that this petition for expungement pursuant to Pa.R.Crim.P. 790 be granted for the reasons set forth below.

PETITIONER INFORMATION						
Full Name:		DOB:		Social Security Number:		
Address:		Alias(es):				
CASE INFORMATION						
List name, address of the Judge of the Court of Common Pleas or Philadelphia Municipal Court who accepted the guilty plea or heard the case:						
Judge:			Address:			
Philadelphia Municipal Court or Court of Common Pleas Docket Number:			Offense Tracking Number (OTN):			
Name of Arresting Agency:			Date of Arrest:		Date on Complaint:	
List name and mailing address of the affiant as shown on the complaint, if available:						
Name of Affiant:			Address:			
List specific charges, as they appear on the charging document, to be expunged and the disposition of each charge (please attach additional sheet(s) of paper if necessary):						
PA Statute (Title)	Section	Subsection	Statute Description	Counts	Grade	Disposition
If the sentence imposed included a fine, costs or restitution, has the amount due been paid? <input type="checkbox"/> Yes <input type="checkbox"/> No						
List the reason(s) for the expungement (please attach additional sheet(s) of paper if necessary):						
<input type="checkbox"/> I have attached a copy of my Pennsylvania State Police Criminal History which I have obtained within 60 days before filing this petition.						
<input type="checkbox"/> I have not attached a copy of my Pennsylvania State Police Criminal History. State reason(s) below:						

When this petition is filed with the Clerk of Courts, the petitioner shall serve a copy upon the attorney for the Commonwealth.

I, the undersigned petitioner, avers that the facts set forth in this petition are true and correct to the best of my personal knowledge or information and belief, and are made subject to the penalties of unsworn falsification to authorities under 18 Pa.C.S § 4904.

Signature of Petitioner

Date