



A Tradition of Stewardship
A Commitment to Service

Napa County Probation
Juvenile Division

212 Walnut St
Napa, CA 94559

www.countyofnapa.org/probation

Main: (707) 253-4361
Fax: (707) 253-6098

Mary Butler
Chief Probation Officer

RECORD SEALING INFORMATION

When you apply to have your record sealed, it may include any case in which you appeared or were cited to appear before a police officer, probation officer, traffic hearing Officer, or the Juvenile Court of Napa County for any violation of the law that occurred prior to your eighteenth birthday. Only records falling under the jurisdiction of Napa County will be sealed. If you have a record elsewhere, you should submit a separate application to the county where the offense(s) occurred. It is important that all of your contacts with Napa County arresting agencies or police departments be reported because all agencies known to have your record will receive an order to seal. If you fail to report a contact, however minor the offense was, it is possible that a portion of your record might not be sealed.

If you were granted Deferred Entry of Judgment pursuant to Section 790 of the Welfare and Institutions Code and completed your term successfully you **do not** need to apply to have your record sealed. Your record was automatically sealed.

The cost for Record Sealing is \$120.00. Read the requirements carefully and make sure you are eligible for sealing. If your petition is denied because you do not meet the requirements you will forfeit the \$120.00 application fee.

To initiate the record sealing process you should:

1. Read ALL the information on this page and the following page THOROUGHLY.
2. If you believe you are eligible, fill out, sign, and date the application.
3. Return the application **and \$120.00 filing fee** to:

NAPA COUNTY PROBATION DEPARTMENT
Attn: Fiscal Division
1125 3rd Street, 2nd Floor
Napa, CA 94559

ELIGIBILITY REQUIREMENTS:

1. You must have reached the age of eighteen OR five years must have elapsed from the last arrest or juvenile court finding. (WIC 781)
2. You must not have been convicted of a felony since reaching the age of eighteen. (WIC 781)

3. You must not have been convicted of a misdemeanor involving moral turpitude (generally theft, fraud or sexual offenses) since reaching the age of eighteen. (*WIC 781*)
4. You may not have been found by the Juvenile Court to have committed an offense listed in Section 707(b) of the Welfare and Institutions Code when 14 years or older. (*See attached list of WIC 707(b) offenses*)
5. Rehabilitation must have been attained to the satisfaction of the court.
 - a. At least one year must have elapsed since your last arrest or court finding as an adult (unless the matter was closed or dismissed for insufficient evidence).
 - b. At least one year must have elapsed since your juvenile wardship was dismissed.
 - c. You must not be on probation or parole and must not have court action pending on any criminal matters.
 - d. You cannot be currently involved in any civil litigation and all fines and/or restitution incurred as a juvenile or adult must be paid in full.
 - e. ALL of your traffic matters must be clear (no unpaid fines, no failures to appear, no warrants, etc.)
 - f. Your driver license must not be suspended or revoked.
 - g. If your traffic record is to be sealed, you must not have sufficient points to be considered a negligent operator by the Department of Motor Vehicles.

BENEFITS OF SEALING RECORDS

All records, reports, exhibits, documents, etc. listed on the Napa County Order for Sealing are directed sealed. This means that the Court, Probation Department, police agencies and any other agency (except the federal government) having information regarding the individual must physically seal the record and respond to any request for information that they have no record.

Please note the following exceptions.

1. The law requires the Department of Motor Vehicles to allow insurance companies to have access to juvenile records sealed after January 1, 1981 (the effective date of a revision to the law). The insurers may use the information for the purpose of determining insurance rates and eligibility.
2. The Department of Motor Vehicles will not seal Financial Responsibility Reports.
3. The federal government, including all branches of the military service, has indicated that they might not recognize the sealing of juvenile records pursuant to Section 781 of the Welfare and Institutions Code, and all juvenile records must be reported, even though sealed, when applying for a security clearance, or employment with a private company that does business with the federal government.

Questions regarding the procedure for record sealing or eligibility requirements should be directed to Supervising Probation Officer Julie Baptista at (707) 253-4361.

707B OFFENSES

11055(c) **H&S** Manufacturing/ Selling ½ Oz. Or More of any Salt/
Solution of a Controlled Substance

11055(e) **H&S** Manufacturing/ Compound/ Sell ½ Oz. Or More of Any
Salt/Solution of Controlled Substance/ Depressant

12020(a) **PC** Any Felony Offense in which the Minor Personally used a Weapon

12022.5 –12022.53 **PC** Discharge Firearm at Vehicle / GBI / Death

12034(c) **PC** Discharge Firearm From Motor Vehicle at Another Person not in a Motor Vehicle

1203.09 **PC** Crime Against Persons Sixty (60) Years or Older / Blind /
Paraplegics / Quadriplegics

12308 **PC** Attempt to Explode / Ignite Destructive Device/Explosive With Intent to Murder

136.1 – 137 **PC** Intimidation of Witness / Victims

187 – 189 **PC** Murder

192(a) **PC** Voluntary Manslaughter

205 **PC** Aggravated Mayhem

206 & 206.1 **PC** Torture

207 **PC** Kidnapping

208 **PC** Kidnapping Victim Under 14 Years of Age

208(D) **PC** Kidnapping With Intent to Commit Rape / Oral Copulation/ Sodomy

209(a) – 209(b) **PC** Kidnapping for Ransom / Reward / Extortion / Robbery or
Bodily Harm

209(b)(1) **PC** Kidnapping for Purpose of Robbery

209.5 **PC** Kidnapping During Carjacking

211 **PC** Robbery While Armed With Dangerous / Deadly Weapon

212.5 **PC** Robbery

215 **PC** Carjacking While Armed With Dangerous / Deadly Weapon

245(a)1 - 245(a)2 **PC** Assault With a Firearm or Destructive Device

245(b)(1) **PC** Assault By Any Means of Force Likely to Produce Great Bodily Injury

246 **PC** Discharge of a Firearm into An Inhabited or Occupied Building
261(a)(2) – 62(a)(1) **PC** Rape / Rape of Spouse by Force or Threat

261(2) **PC** Rape With Force or Violence or Threat of Great Bodily Harm

286(c) **PC** Sodomy by Force / Violence

286(c)(2) **PC** Sodomy By Force, Violence, Duress, Menace, or Threat of Great Bodily Harm

288 A(c) **PC** Oral Copulation by Force/ Violence

288 A(c)(2) **PC** Oral Copulation by Force, Violence, Duress, Menace or Threat of Great Bodily Harm

288(b) **PC** Crimes Against Children /Lascivious With Force/ Violence

289(a) **PC** Sexual Penetration With Foreign Object by Force/ Violence

451(a) – 451(b) **PC** Arson Causing Great Bodily Harm / Arson of Inhabited Structure/ Property

664/187 - 189 **PC** Attempted Murder

667.5(c) – 186.22(b) **PC** Any Violent Felony Related to Participation In Criminal Street Gang

871(b) **PC** Escape By Use of Force or Violence Inflicted Upon Juvenile Facility Employee Any Violent Felony Related to Participation in a Street Gang
Any Felony Offense Where a Weapon was Used

I, the undersigned, hereby request the Probation Officer of Napa County to petition the Juvenile Court to seal my juvenile record in accordance with the Provisions of Section 781 of the Welfare and Institutions Code, State of California.

The fee for Juvenile Record Sealing is One-Hundred Twenty Dollars (\$120) per record and shall be paid to the Probation Department at the time of filing (*WIC 903.3 and Section III County of Napa Policy Manual, Section 100.022*).

The following information is furnished to assist in the process of sealing my record:

APPLICATION TO PETITION TO SEAL JUVENILE RECORD

PLEASE PRINT:

First _____ Middle _____ Last _____
Alias _____ Maiden Name: _____

CURRENT ADDRESS:

Street _____ City _____ State _____
Zip _____ Home Phone _____ Work Phone _____
Previous Address _____

PERSONAL DESCRIPTION:

Sex _____ Race _____ Hair _____ Eyes _____ Height _____
Weight _____ Birthplace _____ Birthdate _____
Social Security No. _____ Driver's License No. _____
Marks or Scars _____

EDUCATION: (State highest grade achieved and the dates you attended)

High School Name _____
College Name _____

EMPLOYMENT HISTORY: (If more space is needed, use extra paper, begin with your present or most recent job)

Date (From/To)	Type of Work	Employer	Reason for Leaving

MILITARY HISTORY:

Branch _____ Date From _____ Date To _____
Type of Discharge _____
If other than Honorable, state reason _____

ARREST RECORD: (LIST ALL JUVENILE AND ADULT ARRESTS AND DISPOSITIONS)

THIS SECTION IS VERY IMPORTANT, PLEASE BE AS SPECIFIC AS POSSIBLE.

Date	Arresting Agency	Offense	Disposition

If more space is needed, please use a separate sheet of paper.

I am now on probation or Parole. Yes _____ No _____
I am now pending Court action for any offense. Yes _____ No _____

If answer yes to either question, please explain. _____

MY SIGNATURE BELOW INDICATES:

1. I have received a copy of the sealing information sheet. I have read the information regarding eligibility and I believe that I meet the requirements.
2. I understand that all juvenile records must be reported to the federal government or private companies doing business with the federal government. I understand, also, that the Department of Motor Vehicles will not seal Financial Responsibility Reports and that insurance companies have access to DMV records sealed after January 1, 1981.
3. I UNDERSTAND THAT IF ANY RECORD IS SEALED BASED UPON FALSE INFORMATION BY ME, THE RECORD SEALING ORDER SHALL BE SET ASIDE.
4. I understand and agree to pay the fee of One-Hundred Twenty Dollars (\$120) for sealing of my juvenile record.

APPLICANT'S SIGNATURE: _____ DATE: _____

You may mail this application and filing fee to:

Napa County Probation Department
Adult Division
1125 3rd Street, 2nd Floor
Napa CA 94559

Attention: Fiscal Division

<i>County Use Only: Date Fee Paid</i> _____ <i>Amount Paid</i> _____ <i>Initial</i> _____
