

CLERK OF CIRCUIT COURT
St. Lucie County, Florida
JUVENILE CRIMINAL DIVISION
435 North 7th Street
P. O. Box 700
Fort Pierce, Florida 34954

**SEALING OR EXPUNGEMENT OF A CRIMINAL RECORD
INSTRUCTIONS**

Upon receipt of the Certificate of Eligibility from the Department of Law Enforcement, the applicant must prepare and file the following with the St. Lucie County Clerk's Office, Juvenile Division at 435 North 7th Street, Fort Pierce, Florida, 34950:

- **Petition to Seal or Expunge**
Please make sure that the appropriate request is either circled or checked on the forms (Seal or Expunge).
- **Affidavit in Support of Petition**
- **Notice of Hearing**

The Petitioner must arrange for a hearing date/time on the court's calendar by asking the clerk for a hearing date and time when filing the petition. You will fill out the notice of hearing at the same time you file the petition with the Clerk of Court. When a hearing date and time has been obtained the applicant must:

- File the original and (3) copies of the above with the Clerk of Circuit Court and provide the clerk with stamped envelopes address to the State Attorney, Arresting Agency and FDLE.
Important: All forms must be completely filled out.
- When the Clerk's Office receives the court's order the Petitioner or Petitioner's Attorney is notified that the order is signed. There is a \$37.50 sealing/expunging fee that must be paid and an additional charge of \$1.00 per copy requested and \$1.50 if the copy needs to be certified.

Upon receipt of full payment certified copies will be transmitted to the appropriate agencies.