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| **Court:** **[ ]  Municipal** **[ ]  District**Colorado City/Town or County: Court Mailing Address.:  | *This box is for court use only.* |
| **Parties:**Plaintiff: The People of the City/Town of v.Defendant:  |
| CaseNumber: Division: Courtroom:  |
| **Order to Seal Municipal Conviction Records** |

**1. Background**

Defendant’s Full Name  Date of Birth

Mailing Address:

City:  State:  Zip Code:

The Court has read the Petition to Seal Municipal Conviction Records, examined the record, reviewed the current copy of the Defendant’s criminal history record and, if applicable, considered any evidence presented at a hearing and any responses filed in opposition to the Petition. The Court hereby finds that it is appropriate to grant the Petition pursuant to C.R.S. § 24-72-708.

**2. Findings**

The Court finds that the harm to the privacy of the Defendant or the dangers or unwarranted, adverse consequences to the Defendant outweigh the public interest in retaining the records.

**3. Decision**

**1) Records Sealed**

The Court orders the criminal records information specifically relating to and contained in:

Municipal Court case number:

Law Enforcement Agency case number:

be sealed immediately, except for basic identifying information, and that upon inquiry in the matter, the person in interest and criminal justice agencies to which this Order is directed may properly reply that public conviction records do not exist with respect to the defendant. This order applies to public and private custodians of the record.

**2) Case Sealed**

The Court directs the above order to the Clerk of Court to seal the criminal case(s) listed above. The Court also directs the Clerk of Court to seal this civil action *(if any)*.

**3) Service**

The Court’s clerk shall provide a copy of this Order to the Colorado Bureau of Investigation (CBI) and to every records custodian listed in the Petition.

**Note to Defendant:** The CBI charges a fee before its records are sealed.

Contact the CBI to pay that fee and for more information

**So Ordered**

[ ]  Judge [ ]  Magistrate Dated