

Frequently Asked Questions about How to Seal My Case

How do I seal my case?

- You may petition the District Court by filing a civil case in the county in which any arrest and/or criminal records are filed. Instructions and forms are available on the State Judicial Website, or can be purchased at your local clerk's office.

How much does it cost to seal my case?

- Petition to Seal Juvenile Records: \$None
- Petition to Seal Underage Drinking and Driving: \$None
- Petition to Seal Underage Alcohol: \$None
- Petition to Seal Arrest and Criminal Records: see District Court Civil Fees line 17 of the fee chart JDF 1 [Filing Fees](#)
- Petition to Seal Criminal Conviction Records: see District Court Civil Fees line 18 of the fee chart JDF 1. [Filing Fees](#)
- **If you are unable to pay the filing fee, you must complete the Motion to File without Payment and Supporting Financial Affidavit.**
http://www.courts.state.co.us/Forms/Forms_List.cfm?Form_Type_ID=119

Where can I get the instructions and forms to seal my case?

- Instructions and forms can be obtained on the State Judicial Website under the "FORMS" tab, or can be purchased at your local clerk's office

My case is a Municipal Court case. Where do I seal my case?

- You may petition the District Court to seal records by filing in the county in which your Municipal Court Case is filed.

Do I have to appear for the hearing?

- Yes. You may be asked questions by the Court about your request for sealing your case and any objections filed. If you do not appear for the hearing, your petition to seal may be denied.

What steps, if any, do I need to take after the hearing?

- If the Court grants your Petition to Seal at the hearing, it is then your responsibility to notify Colorado Bureau of Investigation and all agencies listed on the Order, by mailing each agency a copy of the signed Order. Your failure to notify the agencies may result in your record not being sealed.

How do I know if my case is eligible to be sealed?

- Please see the instructions or review Colorado Revised Statutes listed below:
 - Sealing of Arrest and Criminal Records: 24-72-308
 - Sealing of Criminal Conviction Records: 24-72-308.5
 - Expungement of Juvenile Records: 19-1-306
 - Sealing Underage Drinking and Driving: 42-4-1715
 - Sealing Underage Alcohol: 18-13-122(10)

What is the difference between sealing and expungement?

- There is no difference with the exception of there is no filing fee for expungements and there is the \$182 fee for petition to seal. However, if there is a juvenile case in Municipal Court then you must file the petition to seal. Expungements are only for juvenile cases heard in District Court.

Can I have my IA case sealed? My case has been sealed in another State.

- A new petition to seal does not need to be filed because we do not have the physical file. If your IA case has been sealed in another state, you need to file a copy of the order from the other state sealing your case with probation and the court of the county you have been supervised through.