

# Medina County Common Pleas Court

## PROBATE AND JUVENILE DIVISIONS

93 PUBLIC SQUARE, MEDINA, OHIO 44256

**KEVIN W. DUNN**

JUDGE

### INSTRUCTIONS AND PROCEDURE FOR SEALING JUVENILE RECORDS

- Fill out the attached application completely. If Applicant is under age 18, a parent must also sign the Application.
- Submit the completed Application to:

MEDINA COUNTY JUVENILE COURT  
93 PUBLIC SQUARE  
MEDINA, OH 44256

- Upon receipt of the Application, your juvenile record will be researched by the Prosecutor's Office.
- Your case/cases will be scheduled for hearing before the Judge to determine whether the application should be granted. You will receive a hearing notice by mail. Please note on the Application any dates you will be unavailable.
- When you attend the hearing, please bring:
  1. any further information you would like to submit to the Court;
  2. cash, or check or money order for \$25, made payable to Medina County Juvenile Court;
  3. parent(s) if under age 18.
- After the hearing, you will receive a Judgment Entry immediately in most cases.
- If you have any questions, please call Laura Kennedy at 330-725-9395.

IN THE COURT OF COMMON PLEAS  
JUVENILE DIVISION  
MEDINA COUNTY, OHIO

**APPLICATION TO SEAL RECORD**  
OHIO REVISED CODE §2151.356

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Age \_\_\_\_\_

Address \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone Number(s) \_\_\_\_\_

Social Security Number \_\_\_\_\_

Driver's License Number \_\_\_\_\_ Currently suspended? \_\_\_\_ Yes \_\_\_\_ No

Type of Case: \_\_\_\_ Delinquency \_\_\_\_ Traffic \_\_\_\_ Unruly

Case Number(s) if known: \_\_\_\_\_

Were you on Probation or Parole as a result of this Charge? \_\_\_\_ Yes \_\_\_\_ No

If you live out of the County or you are a college student, please indicate dates you will be available to appear in Court:

\_\_\_\_\_  
\_\_\_\_\_

Any other information you would like the Court to consider when reviewing your Application (attach separate sheet if necessary)

\_\_\_\_\_  
\_\_\_\_\_

By submitting this application, I am requesting the Medina County Juvenile Court seal my record pursuant to Ohio Revised Code §2151.356.

\_\_\_\_\_  
Signature of Applicant Date

\_\_\_\_\_  
Signature of Parent/Guardian Date  
(If Applicant is under age 18)