

Date: _____

_____ City Attorney

Re: Name: _____ D.O.B.: _____
Police Booking # _____

Dear Sir or Madam:

This is a request under **Minn. Stat. Section 299C.11(b)** to expunge my arrest record and to destroy my finger and thumb prints, photographs, distinctive physical mark identification data, information on known aliases and street and other identification data and all copies and duplicates of them.

I was arrested on _____ by police officers from _____ in the jurisdiction of Hennepin County. I am entitled to a destruction of records and expungement because all resulting criminal proceedings were in my favor, and:

All charges were dismissed prior to a finding of probable cause or the prosecutor declined to file any charges and there was no grand jury indictment

AND

I have not been convicted, under the definition of “determination of all pending criminal actions or proceedings in favor of the arrested person” found in Minn. Stat. §299C.11, Subd. 3 (1), of a felony or gross misdemeanor within the 10 years preceding the dismissal of the case or no charges were filed and no indictment was issued.

Please expunge my arrest record and destroy the following within thirty (30) days of the date of this letter: my finger and thumb prints, photographs, distinctive physical mark identification data, information on known aliases and street names, any other identification data and all copies and duplicates of them.

Sincerely,

(Signature)

(Printed Name)

(Address)

(City, State, Zip)

(Phone)