**Notice to Juvenile Regarding Sealing of Juvenile Records**

Pursuant to law, this Office is providing you with written notice regarding what you may do to have your records sealed and what the sealing of your record means. Nothing in this notice should be considered legal advice or as a substitute for legal advice. This notice is not intended to and does not create an attorney-client relationship between you and the \_\_\_\_\_\_\_\_\_\_\_\_ County Attorney. The Nebraska Supreme Court prohibits the \_\_\_\_\_\_\_\_\_\_\_\_\_ County Attorney’s Office from having any direct communications with you regarding this matter.

*What does it mean to have a record sealed?*

If your juvenile record is sealed, information about your juvenile record is not available to the public.

*Who can have their Juvenile Record Sealed?*

In order to be eligible to have your juvenile record sealed, you must be under the age of eighteen when the offense took place and you must satisfactorily complete the diversion, mediation, probation, supervision, treatment or rehabilitation program or sentence ordered by the Juvenile Court or have had the charges against you dropped or dismissed. Furthermore, you are only eligible to have your juvenile record sealed if:

 Our office declined to prosecute charges against you;

 You were offered juvenile pretrial diversion or mediation;

 Charges were filed against you in Juvenile Court for a misdemeanor, felony, traffic, or status offense; You are not eligible to have your juvenile record sealed if you were charged with a felony in District Court. *Once your record has been sealed, who can access it?*

A sealed record is still accessible to law enforcement officers, county attorneys, city attorneys, and a sentencing judge in a separate case you may be involved with. Sealed records can also be inspected under certain circumstances by:

 The person whose record has been sealed, upon appropriate application to the court;

 By a court or by a person allowed by a court order to inspect the record for “good cause shown”;

 By request of a person in a civil law suit that is based on the circumstances contained in the sealed record;

 Persons engaged in bona fide research, but only if the research protects the confidentiality of the sealed record;

 Certain employers engaged in sensitive work

 The Nebraska Probation System; and

 The Department of Health and Human Services;

*What is the Process of Sealing a Juvenile Record?*

If you are eligible to have your juvenile record sealed, the process will begin automatically when you are seventeen years of age.

If you would like to ask the court to begin the process to seal your juvenile record before you reach the age of seventeen; or if you are older than the age of seventeen and would like to ask the court to seal your past juvenile record, you may do so as long as you have satisfactorily completed the diversion, mediation, probation, supervision, treatment or rehabilitation program or sentence ordered by the Juvenile Court.

*What happens if the Juvenile Record is Sealed?*

Once a judge orders your juvenile record to be sealed, every public office or agency must keep any facts related to the sealed record confidential. The court will give notice of the record being sealed to every agency or office it knows may be affected by the order. If a public office or agency does not receive a notice from the court, you may make a written request to that agency, along with a copy of the court order to seal the record, that the office or agency act in accordance with the court order.