

Name: _____ Date of Birth: ____/____/____
 Preferred Phone Number: _____ Cell Phone Home Phone E-mail Address: _____
 Address: _____ Apt. #: _____ City: _____ Zip Code: _____

I hereby attest that I am a **CITIZEN** of the United States of America

Signature

Date

If you are not a citizen, are you a Legal Permanent Resident? Yes No (if yes, we will need a copy of the back and front of your residency card)

HOUSEHOLD INFORMATION

1. In your household, counting you:

How many adults (Age 18 +) live there? _____

How many children (Under 18) live there? _____

2. Have you served in the military? Yes No

3. Has anyone in your household (other than you) served in the military? Yes No

4. Are you a person with a disability? Yes No

5. Does anyone in your household (other than you) have a disability? Yes No

6. Gender: Male Female Transgender
 Other/Prefer Not to Respond

7. Race: Black/African-American Hispanic/Latino
 Asian/ Pacific Islander Native American
 White Other

8. Marital status: Single Married Divorced
 Widowed Separated

9. Are you a homeowner? Yes No
If yes, do you rent out a portion of your home? Yes No

10. Are you currently receiving food stamps (SNAP)?

Yes No If yes, how much do you receive per month? \$ _____

11. Approximate monthly income: \$ _____

Source of Income: _____

If married, what is your spouse's monthly income? \$ _____

Source of Income: _____

12. Do you think that your income is likely to increase significantly in the near future? Yes No

If yes, please explain _____

13. Please check box of any assets you have and list value:

NO ASSETS Non-residential property \$ _____
 Cash on hand \$ _____ Bank Accounts \$ _____
 Investments \$ _____ Savings Bonds \$ _____
 Certificates of Deposit \$ _____ Other \$ _____

14. Do you have health insurance? Yes No

15. Does everyone in your household have health insurance? Yes No

16. Do you currently live in public or voucher-based housing? Yes No

BACKGROUND INFORMATION

1. To your knowledge, have you ever been arrested outside of the city of Chicago? Yes No If yes, where? _____

2. How did you hear about the Help Desk?

Friend/Family Internet/website Public Defender's Office Juvenile Probation State's Attorney's Office
 Adult Probation/Parole Police/Sherriff School Walk-In/Clerk's Office Other: _____

3. To your knowledge, has someone other than the police or an official from juvenile court seen your juvenile record (e.g. an employer, licensing agency)? Yes No If yes, who? _____

4. Have you ever been charged with any of the traffic offenses? DUI Reckless Driving Driving on Susp. License Other

5. Why do you want to expunge your juvenile record?

Get a job/find a better job Get into an education or training program Get housing assistance Join the Military
 Get scholarship/financial aid Help with immigration status Personal motivation to clear record
 FOID Card PERC Card or other professional license/certificate I was turned down for a job, if so by: _____

6. Is domestic violence an issue for you that you want to talk to someone about? Yes No

(Domestic violence can include physical abuse, harassment, interference with personal freedom, and intimidation). If you are in any immediate danger, please let us know or call 911. For additional assistance, please call the 24/7 Domestic Violence hotline at (877) 863-6338.



LIMITED LEGAL SERVICES AGREEMENT, RELEASE OF INFORMATION, AND RECORDS RETENTION

The Juvenile Expungement Help Desk (JEHD) offers free advice and limited legal assistance for persons seeking to expunge their juvenile records through the Circuit Court of Cook County Juvenile Division. It is staffed by LAF (Legal Assistance Foundation) and Cabrini Green Legal Aid (CGLA) in collaboration with the office of the Clerk of the Circuit Court of Cook County and the office of the Honorable Michael P. Toomin, Presiding Judge of the Juvenile Justice Division.

1. The Juvenile Expungement Help Desk provides the following services:

- Information about Illinois juvenile records and the juvenile expungement process in Cook County.
- Determination of juvenile expungement eligibility through review of arrest and court records.
- Assistance with the preparation of juvenile expungement petitions and orders.

2. The Juvenile Expungement Help Desk staff will NOT:

- Appear in court for you or represent you in front of a judge, unless a separate agreement is signed.
- Provide assistance that Help Desk staff believe is prohibited by rules for attorney conduct under Illinois law.
- Guarantee the outcome of your expungement hearing.

3. In limited circumstances, the Juvenile Expungement Help Desk may refer you to LAF or CGLA to consider your case for attorney representation at your juvenile expungement hearing. In such cases, you must meet all of LAF's or CGLA's eligibility requirements and sign a separate agreement for hearing representation. JEHD staff have sole discretion about whether a referral for attorney representation is made.

4. I authorize the Juvenile Expungement Help Desk staff to do all the following if applicable:

- Access my Cook County Juvenile Court file.
- Contact me by email and/or phone if the State's Attorney's office informs Juvenile Expungement Help Desk staff that there is an objection to my juvenile expungement petition.
- Provide information to the State's Attorney's office to correct technical errors with my juvenile expungement petition or order when JEHD staff or the State's Attorney Office find an error after the petition is filed.
- Mail me, at the address I provided the JEHD, copies of juvenile expungement orders signed by the judge if I do not pick the orders up from the Cook County Juvenile Court Clerk's Office within 1 week of my court hearing date.

5. I understand the Juvenile Expungement Help Desk might need to contact me and send me materials related to my juvenile expungement petition. If I do not respond or return to the JEHD to pick up results of my fingerprint, ICLEAR or completed juvenile expungement paperwork that staff will send materials. I authorize JEHD staff to mail all materials to me at the mailing address and/or email address I provided the JEHD.

6. The Juvenile Expungement Help Desk keeps all information you provide to us confidential. JEHD staff from either LAF or CGLA may review information while providing services under this Agreement.

By signing your name below, you acknowledge that you have read the statements above, understand what you read, and agree to accept limited legal services from the Juvenile Expungement Help Desk under the terms and conditions in this Agreement.

Signature: _____ Date: _____

Help Desk Staff: _____ Agency/Law Firm: _____

ALTERNATE CONTACT AND CONSENT

I give JEHD staff permission to contact and speak with the following individual(s) about my juvenile expungement petition or my visit to the Juvenile Expungement Help Desk.

Name: _____ Relationship: _____

Phone Number: _____ E-mail Address: _____

Signature

Date



AUTHORIZATION TO RELEASE INFORMATION

I, _____, hereby give my consent for the Cook County Juvenile Probation and Court Services to provide the Juvenile Expungement Help Desk (JEHD) staff the results of my IClear search or Illinois State Police (ISP) fingerprint search. This includes my rap sheet (my record of arrests, convictions and station adjustments). I am making this authorization for the purpose of reviewing my eligibility for juvenile expungement, and/or preparing my juvenile expungement petitions.

I understand that the JEHD provides free legal advice and limited legal assistance to individuals seeking to expunge juvenile records in Cook County, Illinois. The JEHD is staffed by LAF and Cabrini Green Legal Aid (CGLA), two non-profit legal services providers. I understand that JEHD staff include LAF and CGLA attorneys, volunteers, and law students and that information about my juvenile record may be shared between LAF and CGLA as it relates to service at the JEHD.

I understand that Cook County Juvenile Probation and Court Services will give this information to JEHD staff without my seeing it first. This consent is valid for one year from the date of my signature, but may be revoked at any time if revocation is made in writing. Such revocation shall have not effect on disclosures made prior thereto.

I understand that I have the right to inspect and copy the information disclosed, and that confidentiality of my records is protected by law. I also understand that JEHD staff will not further re-disclose my records to any other person or entity without my consent. I understand that I am not required to consent to release of the above information, but I also understand that the ability of JEHD staff to assist me effectively could be compromised if I refuse to consent to such release.

I certify that the information below is true and accurate, to the best of my knowledge.

Signature _____
Date

Please also fill out the information that the Cook County Juvenile Probation and Court Services will need to run an IClear search:

Name: First: _____ Last: _____ Middle Initial: _____

Address: Street Address: _____ Apt. # _____

City: _____ State: _____ Zip: _____

Date of Birth: ____ / ____ / ____ **State or Country of Birth:** _____ **Sex:** _____

Race: _____ **Height:** _____ **Weight:** _____ **Eye Color:** _____ **Skin tone:** _____

JEHD STAFF ONLY

ID Checked No ID **JEHD Staff:** _____