**YORK REGIONAL POLICE**

**Fingerprint and Photograph Destruction Form**

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| **PERSONAL INFORMATION** |
| Last Name       | First Name      | Middle Name      | Maiden / other names      |
| Address:        | Number/Unit        | Street:        |  |
| City       | Province       | Postal Code      | Date of Birth (DD/MM/YY):        |
|  Phone Number:       | E-mail: |
| **AGENT / LAWYER INFORMATION (if applicable)** |
| Surname:       | First Name:       |
| Name of Firm:       |
| Address Number/Unit Street: City Province Postal Code       |
| **CHARGES** |
| **Final Court Date** | **Court Location** | **Charge** | **Disposition** |
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| **In order to apply for fingerprint and photo destruction please ensure that you meet all the following criteria:*** **Have no criminal convictions with any police service**
* **Have no outstanding charges before the courts**
* **Must not be the subject of any Peace Bond**
* **The application cannot be made within one year of an Absolute Discharge**
* **The application cannot be made within three years of a Conditional Discharge**
* **The application cannot be made within one year of a stay of proceedings (other than a judicial stay)**

**It is our procedure to deny fingerprint destruction if there are any mitigating circumstances such as a risk to public safety, if the charges are of a serious nature or if the applicant is part of an ongoing investigation. Partial destruction is not considered.****Please note there is a 30 day waiting period from the date of disposition (completed in court) before you can submit an application.  The waiting period is to ensure all documents are processed and accessible.  Applications submitted prior to the 30 day waiting period will not be held and you must reapply.** |

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| ***CONSENT TO DESTROY, FINGERPRINTS, PHOTOGRAPHS AND NON CONVICTION DISPOSITIONS***  |
| I hereby request York Regional Police to consider destroying my fingerprints and photographs for the charges listed above. I acknowledge that I will be notified in writing, to the address provided above, when a decision has been made and when the process has been completed. **NOTE:** Fingerprint and Photo Destruction does not remove the event from the York Regional Police database. All investigative files are maintained in accordance with our Records Classification and Retention Schedule.  |
| **Signature of Applicant:**  |  |  | **Date:**  |  |
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| **FOR POLICE USE ONLY** | **KO#** | **FILE #** |
| **ACTION** | **ACTION PROCESSED BY** | **DATE (DD/MM/YYYY)** |
| [ ]  Fee Received |  |  |
| [ ]  Receipt Letter Sent  |  |  |
| [ ]  Request Submitted to RCMP |  |  |
| [ ]  Results Letter sent  |  |  |