

CITY OF BATON ROUGE  
VERSUS

FILE/TICKET NO. \_\_\_\_\_  
BATON ROUGE CITY COURT  
CITY OF BATON ROUGE  
STATE OF LOUISIANA

DATE OF BIRTH \_\_\_\_\_ RACE \_\_\_\_\_ SEX \_\_\_\_\_  
DRIVER'S LICENSE NO. \_\_\_\_\_  
SOCIAL SECURITY NO. \_\_\_\_\_

STATE POLICE NO. \_\_\_\_\_

**MOTION AND ORDER TO EXPUNGE RECORD/SUMMONS**

----- **MOTION** -----

**ON MOTION** of \_\_\_\_\_, on producing due proof in support thereof, and the law and evidence being in favor of Mover for expungement of the summons record; MOVER prays that this Honorable Court issue an expungement order in accordance with the foregoing request.

Respectfully Submitted: \_\_\_\_\_ Signature: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

----- **ORDER** -----

CONSIDERING the foregoing Motion, and in accordance with LSA – R.S. 44:9: **IT IS ORDERED** that the Clerk of Baton Rouge City Court, the custodian of records for the Baton Rouge City Police Dept. (Traffic Records and Criminal Records), the Office of the City Prosecutor, and the Parish Attorney’s Pretrial Diversion Division expunge and destroy any and all records of the summons issued to \_\_\_\_\_ on \_\_\_\_\_ by the Baton Rouge City Police Dept. in the City of Baton Rouge, on the charge of \_\_\_\_\_ and that the Clerk of Baton Rouge City Court and the custodian of records for each of the above mentioned agencies make due return to this Court certifying that they have expunged and destroyed any and all records relative to said summons.

SIGNED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, at Baton Rouge, Louisiana.

\_\_\_\_\_  
JUDGE, BATON ROUGE CITY COURT, DIV. \_\_\_\_\_

----- **RETURN** -----

I CERTIFY that the records regarding \_\_\_\_\_ have been expunged of all documents and evidence mentioned in the above and foregoing Motion and Order and that said reports and evidence have been destroyed.

SIGNED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, at Baton Rouge, Louisiana.

\_\_\_\_\_  
Senior Deputy Clerk of City Court/Custodian of Records  
\_\_\_\_\_  
Signature of Authorized Official Agency

White – File                      Yellow – Police                      Pink – Pretrial                      Gold - Prosecutor

**SUMMONS**