

CIVIL CASE INFORMATION STATEMENT
(Civil Cases Other than Domestic Relations)

I. CASE STYLE:

Case No. _____

Plaintiff(s) _____

Judge: _____

vs.

Days to Answer

Type of Service

Defendant(s) _____

Name _____

Street Address _____

City, State, Zip Code _____

II. TYPE OF CASE:

- General Civil
- Mass Litigation [As defined in T.C.R. 26.04(a)]
 - Asbestos
 - FELA Asbestos
 - Other: _____
- Habeas Corpus/Other Extraordinary Writ
- Other: _____
- Adoption
- Administrative Agency Appeal
- Civil Appeal from Magistrate Court
- Miscellaneous Civil Petition
- Mental Hygiene
- Guardianship
- Medical Malpractice

III. JURY DEMAND: Yes No CASE WILL BE READY FOR TRIAL BY (Month/Year): _____ / _____

IV. DO YOU OR ANY OF YOUR CLIENTS OR WITNESSES IN THIS CASE REQUIRE SPECIAL ACCOMMODATIONS?

Yes No

IF YES, PLEASE SPECIFY:

- Wheelchair accessible hearing room and other facilities
- Reader or other auxiliary aid for the visually impaired
- Interpreter or other auxiliary aid for the deaf and hard of hearing
- Spokesperson or other auxiliary aid for the speech impaired
- Foreign language interpreter-specify language: _____
- Other: _____

Attorney Name: _____

Firm: _____

Address: _____

Telephone: _____

Representing:

- Plaintiff Defendant
- Cross-Defendant Cross-Complainant
- 3rd-Party Plaintiff 3rd-Party Defendant

Proceeding Without an Attorney

Original and _____ copies of complaint enclosed/attached.

Dated: _____ / _____ / _____

Signature: _____

IN THE CIRCUIT COURT OF _____ COUNTY, WEST VIRGINIA

IN RE: EXPUNGEMENT OF RECORD OF: _____ CIRCUIT COURT NO. _____

_____ LOWER COURT NO. _____
(Full Name of Movant)

**MOTION FOR EXPUNGEMENT OF CRIMINAL RECORDS
DUE TO ACQUITTAL OR DISMISSAL
FOR REASONS OTHER THAN ENTRY OF A PLEA**

Comes now the movant, pro se, and in support of his or her Motion for Expungement of Criminal Record does hereby allege and state as follows:

1. That on _____, the movant was cited by the
(Date of Arrest)
_____ for _____
(Arresting or Charging Law Enforcement Agency) (Charges or Offense(s))

2. That on _____, this matter was dismissed by the
(Date of Dismissal)
_____ Court of _____ County, due to
(Type of Court: Municipal, Magistrate, Circuit)

(Reason for Dismissal.)

3. I, _____, have never been convicted of a felony.
(Movant's Name)

4. That 60 days have elapsed since the above referenced dismissal and that same dismissal was not in exchange for a guilty plea to another offense.

5. There are no current charges or proceedings pending relating to the matter for which I am moving for expungement.

Wherefore, pursuant to W.Va. Code § 61-11-25 (2000), the movant respectfully requests that this Honorable Court expunge all records relating to the arrest, charge or other matters arising out of the arrest or charges, including but not limited to those records delineated in W.Va. Code § 61-11-25 (2000).

(Signature of Movant)

IN THE CIRCUIT COURT OF _____ COUNTY, WEST VIRGINIA

IN RE: EXPUNGEMENT OF RECORD OF: CIRCUIT COURT NO. _____

_____ LOWER COURT NO. _____
(Full Name of Movant)

CERTIFICATE OF SERVICE

I do hereby certify that I have this day given a true and correct copy of the foregoing Motion for Expungement of Criminal Records Due to Acquittal or Dismissal for Reasons Other Than Entry of a Plea to the _____ County Prosecuting Attorney's Office, at

Address _____

Address _____

by the following method:

- First Class Mail
- Hand Delivery
- Certified Mail – Return Receipt

Dated: _____

(Signature of Movant)

COURT ORDERED EXPUNGEMENT

IN THE _____ COURT OF _____ COUNTY, WEST VIRGINIA

IN RE:
THE EXPUNGMENT OF RECORD OF:

Honorable: _____

PETITION NO: _____

CASE NO: _____

BOUND OVER NO: _____

CDR NO: _____

CITATION NO: _____

PETITIONER/DEFENDANT (Full Name)

PETITIONER (AKA)

Date of Birth: ____/____/____

Address: _____

Social Security # ____ - ____ - ____

Arresting/Charging Agency: _____

Date of Arrest: ____/____/____ Date of Offense ____/____/____ Date of Conviction/Dismissal ____/____/____

Charge(s) _____

Therefore, the Court found that pursuant to WV Code(s)

PLEASE CHECK ALL THAT APPLY

§ 61-11-25
(Dismissals/Not Guilty)

§ 61-11-26
(Certain Convictions)

§ 15-2-24(h)
(Dismissal No Prior Record)

§ 60A-4-407
(1st Offense Possession)

§ ____ - ____ - ____ Other: _____

GRANTED

DENIED

OTHER: _____