



New Jersey Courts

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Expungements Training for Public Defenders

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Overview

- The Expungement Portal provides an automated mechanism for a Recovery Court expungement petition to be filed, reviewed, amended, vacated and processed by various user roles.
- The petitioner chooses cases to be expunged and submits a petition/proposed order that is reviewed by the Prosecutor.
- The County Prosecutor provides a response to the proposed order and uploads their response letter; they may also return the petition/proposed order to the petitioner for review.
- Court Staff can schedule an expungement hearing manually outside the system. Moreover, they can review the complete list of cases and choose to return the petition/proposed order to the petitioner, save the final order for the judge to review, or submit an expungement decision on behalf of the judge to deny or grant the final order for expungement.
- A Judge can review the complete list of cases within the petition/proposed order and choose to return the petition/proposed order to the petitioner or submit an expungement decision to deny or grant the final order for expungement or dismiss the expungement petition/proposed order.
- The **Drug Court** expungement type has now been changed to **Recovery Court**. This change will be applicable on all newly created cases. Existing cases will still display **Drug Court** as the expungement type.
- Public Defender will be able to Amend a Granted or Amended Order Granted

Roles and Access

- **County Public Defenders** can access, review, and submit petitions/proposed orders created by the Central Office Public Defender or initiate and submit a petition/proposed order of their own.
- Users with this role can also make corrections to petitions returned by Prosecutors, Court Staff, or Judges.
- Users with this role can also file the following expungement types: Clean Slate, Marijuana, Marijuana Decriminalization, Regular and Amended Orders.

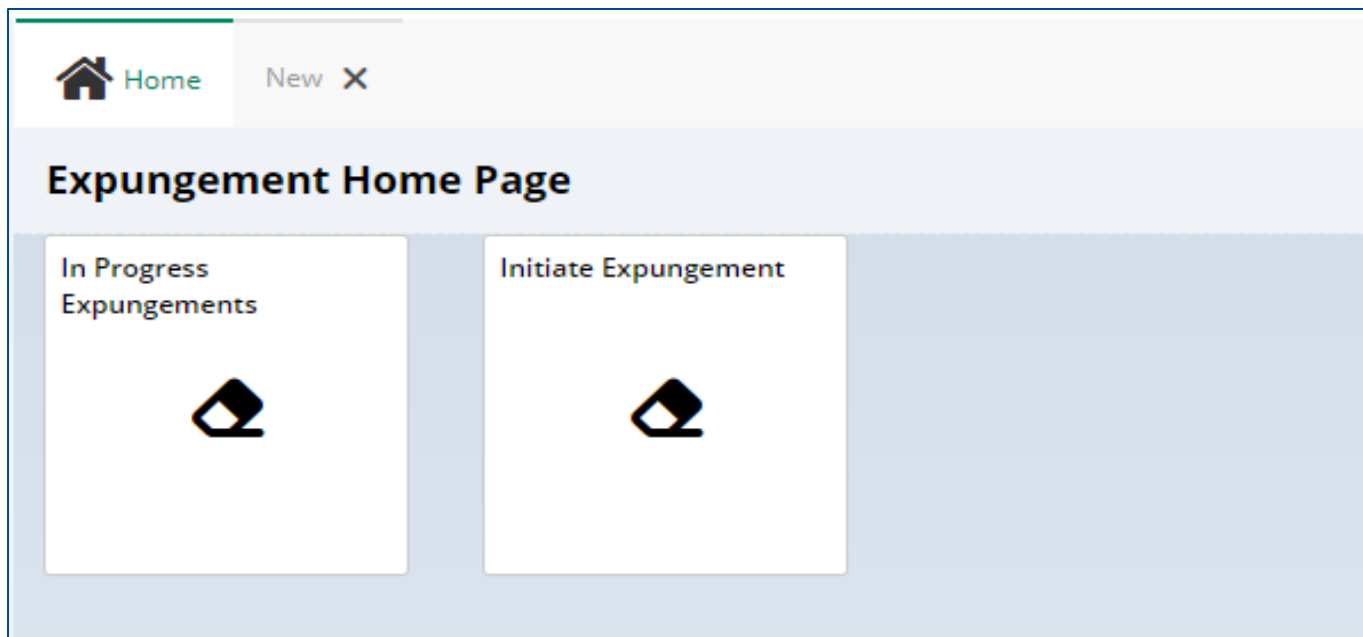
Expungement Home Page

- Click on the “eCourts Expungement System” tile to navigate to the Expungement Portal.

The screenshot displays the New Jersey Courts Portal Home Page. At the top, there is a navigation bar with a 'Home' link and a dropdown arrow. Below the navigation bar, the page title 'New Jersey Courts - Portal Home Page' is visible. A message bar indicates 'Click the "+" icon to add an application to your dashboard.' followed by an 'Announcements' section with a 'Show more' link. The main content area features a grid of application tiles. The 'eCourts Expungement System' tile is highlighted with a red border and has a hand cursor icon over it, indicating it is the target for the instruction. Other tiles include 'eCourts Home', 'Attorney Registration and Payment', 'Certificate of Insurance (Insurance Agent Access Only)', 'Criminal Case Management', 'eCourts Appellate', 'Evidence Submission', 'Judiciary Account Charge System', 'Judiciary Electronic Document Submission', 'Municipal Case Resolution', and 'Public Access'.

Expungement Home Page (cont.)

- County Public Defenders can select the appropriate tile for the desired action:
 - In Progress Expungements - access expungement cases that are still being processed
 - Initiate Expungement - create a new petition for expungement.



County PD Initiate Expungement Petition

- To create a new petition/proposed order, click on the Initiate Expungement tile.
- Then on the next screen, enter the PROMIS/Gavel case number and click "Search."

Home New X

Initiate Expungement

Please enter case number *

Court/Division *
Criminal

County * Year * Seq.# * Def.# *

Select... [] [] []

Reset Search Cancel

County PD Initiate Expungement Petition (cont.)

- The System will display the Search Results of the case.
- Click Initiate to start the Petition.

Home New x

Initiate Expungement

Please enter case number

Court/Division *
Criminal

County * ATLANTIC

Year * 07

Seq.# * 1775

Def.# * 1

Reset Search

Search results

	Case ID	Defendant name	IND/ACC number	Charges	Arrest/Issued date	Disposition	Disposition date	Attention
>	ATL-07-001775-001	JONAH D BRUCE	07-06-01420-I	2C:35-10A(1) ...	04/18/2007	DISMISSED	10/12/2007	Initiate

Cancel

County PD Initiate Expungement Petition (cont.)

- The system will display the Expungement Type list.
- Select **Recovery Court** from the list then click "Confirm."

The screenshot shows the 'Initiate Expungement' web interface. The main form has the following fields: 'Court/Division' (Criminal), 'County' (ATLANTIC), 'Year' (07), 'Seq.#' (1775), and 'Def.#' (1). A 'Search results' table shows a case ID 'ATL-07-001775-00'. A modal window titled 'Select Expungement Type' is open, listing five options: 'Clear Slate', 'Marijuana', 'Recovery Court', 'Marijuana Decriminalization', and 'Regular Expungement'. The 'Recovery Court' option is selected, indicated by a red arrow and a blue highlight. The 'Confirm' button in the modal is also highlighted with a red box.

Initiate Expungement

Please enter case number

Court/Division *
Criminal

County *
ATLANTIC

Year *
07

Seq.# *
1775

Def.# *
1

Search results

Case ID
ATL-07-001775-00

Select Expungement Type

Expungement type *

- Clear Slate (Expungement pursuant to N.J.S.A. 2C:52-5.3)
- Marijuana (Expungement of the marijuana or hashish offenses included in N.J.S.A. 2C:52-5.1)
- Recovery Court
- Marijuana Decriminalization (Expungement of the marijuana or hashish offenses included in N.J.S.A. 2C:52-6.1)
- Regular Expungement

Cancel Confirm

County PD Expungement Petition Screen

- The system will retrieve the defendant's information based on the case you have entered and display the "Petition" screen. The Defendant information section with defendant details such as Name, SBI, Date of Birth, etc. displays at the top of every screen.

The screenshot displays the 'Expungement Portal' interface. At the top, there are navigation tabs for 'Home' and 'Jonah D Bruce'. The main content area is titled 'Expungement Portal' and contains several sections:

- Defendant information:** A table with the following details:

Defendant name	Date of birth	SBI	Alias
JONAH D BRUCE	08/02/1985	810033C	---
Address	Contact number	E-Mail	
1 655 BEACH AVENUE, ATLANTIC, NJ 08401	609-399-7736	---	
- Quick Links:** A warning icon followed by the text 'Please review the enclosed PCH report' and a link to 'PCH Report'.
- Petition navigation:** A row of tabs including 'Petition' (selected), 'Retrieved Cases', 'Additional Cases', 'Case List', and 'Proposed Order'.
- Petition for expungement:** A form with the following fields:

Filer	Expungement type
County Public Defender	Recovery Court
Court/Division	Filing county/court *
Criminal	ATLANTIC
- Add documents:** A section with a '+ Add documents' button.

At the bottom right of the form, there are 'Cancel' and 'Next' buttons.

County PD Expungement Petition Screen (cont.)

- The "Petition" screen displays a drop-down menu with a list of counties the expungement type, Court/Division and Filer. The "Filing county" will default to your county, but it can be changed. Click "Next" at the bottom of the screen to proceed.
- A section displaying Quick Links will display allowing you to click and view documents and more such as the **PCH Report**. This must be reviewed in order to Submit the Petition.
- You can add documents with the "+ADD documents" button as well.

The screenshot displays the 'Expungement Portal' interface. At the top, there are navigation tabs for 'Home' and 'Jonah D Bruce'. The main content area is divided into several sections:

- Defendant information:** A table with fields for Defendant name (JONAH D BRUCE), Date of birth (08/02/1985), Address (1655 BEACH AVENUE, ATLANTIC, NJ 08401), SBI (810033C), Contact number (609-399-7736), Alias (---), and E-Mail (---).
- Quick Links:** A section with a warning icon and the text 'Please review the enclosed PCH report' and a link for 'PCH Report'.
- Petition for expungement:** A section with fields for Filer (County Public Defender), Expungement type (Recovery Court), Court/Division (Criminal), and Filing county/court (ATLANTIC).
- Add documents:** A section with a '+ Add documents' button.

At the bottom right, there are 'Cancel' and 'Next' buttons.

County PD Expungement Save/Cancel Petition

- As you move through the petition/proposed order screens, you will have the option to save or cancel at any time using the buttons on the bottom right. Remember to click "Save" before closing the petition/proposed order if you are unable to complete it in one session. The saved petition will display in your Workbasket with a status of "New."

Add documents

+ Add documents

Back

Cancel

Save

Next

County PD Expungement Retrieved Cases Screen

- The “Retrieved Cases” screen lists all the defendant’s cases the system has retrieved from various source systems. They are listed in sections according to type: Criminal, Municipal, and Family. You may expand the case line entry using the > twisty to see the Municipality/Court information about the case.
- Clicking on **View Charges** displays the Chare Information about the case.

Expungement Portal

Petition > Retrieved Cases > Additional Cases Case List Proposed Order

Retrieved cases

Disclaimer: Certain records may not be available for public inspection in accordance with Federal and State statutes and the Rules Governing the Courts of the State of New Jersey or court order. Further, confidential records and information are not returned. The information displayed on this web site/report is generated from computerized records in the custody and control of the New Jersey Judiciary and is intended for informational purposes only. The Judiciary provides this information as a public service and makes no warranties, expressed or implied, regarding its accuracy, reliability, currency, completeness, or suitability for any particular purpose. Additionally, the Judiciary assumes no liability for the improper or illegal use of information obtained from its computerized systems. The information contained in this database may not be a defendant's complete court history or criminal history. Criminal histories are maintained by the New Jersey State Police. Additionally, information viewed today may, thereafter, be corrected, updated or expunged. It is a disorderly persons offense for any person to reveal to another the existence of an arrest, conviction or related legal proceedings with knowledge that the records and information pertaining thereto have been expunged and sealed. (N.J.S.A. 2C:52-30).

Criminal cases

	Case ID	Defendant name	IND/ACC number	Charges	Arrest/Issued date	Disposition	Disposition date	Attention
<input checked="" type="checkbox"/>	CPM-06-001290-002	JONAH BRUCE	06-11-00877-1	2C:5-2 ...		GUILTY	01/03/2008	View Charges
Municipality/court CAPE MAY COUNTY SUPERIOR COURT								
<input checked="" type="checkbox"/>	ATL-04-000437-001	JONAH D BRUCE		2C:33-2A(2) ...	01/28/2004	REMAND	03/03/2004	View Charges
<input checked="" type="checkbox"/>	CPM-06-001458-001	JONAH D BRUCE		2C:36-2 ...	10/31/2006	DOWNGRADE CHARGE	01/08/2007	View Charges
<input checked="" type="checkbox"/>	ATL-07-001775-001	JONAH D BRUCE	07-06-01420-1	2C:35-10A(1) ...	04/18/2007	DISMISSED	10/12/2007	View Charges

Municipal cases

	Case ID	Defendant name	Linked case ID	Charges	Arrest/Issued date	Disposition	Disposition date	Attention
--	---------	----------------	----------------	---------	--------------------	-------------	------------------	-----------

County PD Expungement Retrieved Cases Screen (cont.)

- **Charges Information** displays the Indictment/Accusation number, charges, arrest or complaint issued date, disposition and disposition date on the case line entry. Expanding the case shows the associated complaint(s), and full charge information.

Charge information for CPM-06-001290-002

Indictment/Accusation: 06-11-00877-1

CPM-06-001290-002 Expand all | Collapse all

Disposition information

Complaint number not available

Charges 2C:5-2 CONSPIRACY - DEGREE 2	Charge disposition 03/07/2008-DISMISSED - DISMISS PLEA BARG
--	---

Auxiliary charges:
2C:12-1B(1) AGG ASSAULT-
ATTEMPT/CAUSE SBI
PURP/KNOW/RECKLESS

W-2006-000641-0508

Charges 2C:12-1B(7) AGG ASSAULT- ATTEMPT/CAUSE SIGNIFICANT BODILY INJURY - DEGREE 3	Charge disposition 02/16/2007-GUILTY - GUILTY PLEA LESS IND
---	---

Sentence Information

Sentence date 03/07/2008	Sentence INCARCERATION: 000Y 00M 060 PROBATION: 04Y 00M FINES/FEES: \$207.00
-----------------------------	---

Additional case details (This information will appear on the Petition PDF, where applicable)

County PD Expungement Retrieved Cases Screen (cont.)

- Municipal cases display the linked Criminal case if applicable, charges, arrest or complaint issued date, disposition and disposition date on the case line entry. Expanding the case shows the complaint status, full charge information, and assigned court.
 - To see any additional cases associated with the Municipal case (e.g. Family FO/FJ docket), hover over the "Linked case ID" field

Municipal cases								
<input checked="" type="checkbox"/>	Case ID	Defendant name	Linked case ID	Charges	Arrest/Issued date	Disposition	Disposition date	
<input checked="" type="checkbox"/>	W-2020-000037-1111	HALSEY KHALID	MER-20-030150-001	2C:35-5A(1) ...	03/25/2020			
<div style="border: 1px solid red; padding: 2px;">Status Transferred To</div>		<div style="border: 1px solid red; padding: 2px;">Charges 2C:35-5A(1) MANUF/DISTR CDS OR INTENT TO M - DEGREE 2</div>		<div style="border: 1px solid red; padding: 2px;">Municipality/Court TRENTON MUNICIPAL COURT</div>				
>	<input checked="" type="checkbox"/>	W-2020-000036-1111	HALSEY KHALID	MER-20-030149-001	2C:35-10.5A(3) ...	03/25/2020		
Family cases								

County PD Expungement Retrieved Cases Screen (cont.)

- Family cases display the defendant's case relationship (Co-defendant, Co-delinquent, Defendant, or Juvenile), charges, arrest or complaint issued date, disposition and disposition date on the case line entry. Expanding the case shows the assigned court. Clicking **View Charges** shows the associated complaint(s), and full charge information.

Family cases									
<input checked="" type="checkbox"/>	Case ID	Defendant name	Case relationship	Charges	Arrest/Issued date	Disposition	Disposition date	Attention	
<input checked="" type="checkbox"/>	FJ-01-002942-00	JONAH BRUCE	JUVENILE/MINOR	2C:20-3 ...	03/26/2000	Not Guilty	05/19/2000		View Charges
Municipality/Court									
ATLANTIC COUNTY FAMILY COURT									
>	<input checked="" type="checkbox"/>	FJ-05-000579-02	JONAH BRUCE	JUVENILE/MINOR	2C:20-10A ...	08/15/2001	Guilty	10/02/2001	View Charges
>	<input checked="" type="checkbox"/>	FJ-01-003312-02	JONAH BRUCE	JUVENILE/MINOR	2C:15-1A ...	06/01/2002	Disposed	07/29/2002	View Charges
>	<input checked="" type="checkbox"/>	FJ-05-001087-03	JONAH BRUCE	JUVENILE/MINOR	2C:12-3 ...	06/01/2002	Guilty	02/04/2003	View Charges
>	<input checked="" type="checkbox"/>	FJ-05-000700-03	JONAH BRUCE	CO-DELIQ	2C:29-2A ...	09/14/2002	Guilty	10/15/2002	View Charges
>	<input checked="" type="checkbox"/>	FJ-05-000699-03	JONAH BRUCE	JUVENILE/MINOR	2C:29-2A ...	09/15/2002	Guilty	10/01/2002	View Charges

County PD Expungement Retrieved Cases Screen (cont.)

- **Charges Information** displays the charges, disposition and disposition date on the case line entry. Expanding the case shows the associated complaint(s), and full charge information.

Charge information for FJ-01-002942-00

Expand all | Collapse all

Complaint number not available

Charges	Charge disposition/sentence
2C:20-3 THEFT BY UNLAWFUL TAKING OR DISPOSITION - DEGREE 0	05/03/2000 - DIVERTED
2C:18-2 BURGLARY (POSSIBLY WITH BODILY INJURY AND A WEAPON) - DEGREE 0	05/03/2000 - DIVERTED

Additional case details (This information will appear on the Petition PDF, where applicable)

Cancel Confirm

County PD Expungement Retrieved Cases Screen (cont.)

- Use the check boxes on the left side to deselect a specific case or an entire section of cases and exclude them from the petition/proposed order. Then click "Next."
 - Note: this feature is especially useful when erroneous cases have been retrieved, including those with other SBI numbers. Always verify each case's SBI.

Petition > Retrieved Cases > Additional Cases Case List Proposed Order

Retrieved cases

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Criminal cases

	Case ID	Defendant name	IND/ACC number	Charges	Arrest/Issued date	Disposition	Disposition date	Attention	
>	<input checked="" type="checkbox"/>	CPM-06-001290-002	JONAH BRUCE	06-11-00877-I	2C:5-2 ...	GUILTY	01/03/2008	View Charges	
>	<input checked="" type="checkbox"/>	ATL-04-000437-001	JONAH D BRUCE		2C:33-2A(2) ...	01/28/2004	REMAND	03/03/2004	View Charges
>	<input checked="" type="checkbox"/>	CPM-06-001458-001	JONAH D BRUCE		2C:36-2 ...	10/31/2006	DOWNGRADE CHARGE	01/08/2007	View Charges
>	<input checked="" type="checkbox"/>	ATL-07-001775-001	JONAH D BRUCE	07-06-01420-I	2C:35-10A(1) ...	04/18/2007	DISMISSED	10/12/2007	View Charges

Municipal cases

	Case ID	Defendant name	Linked case ID	Charges	Arrest/Issued date	Disposition	Disposition date	Attention
	No data available							

Family cases

	Case ID	Defendant name	Case relationship	Charges	Arrest/Issued date	Disposition	Disposition date	Attention	
>	<input checked="" type="checkbox"/>	FJ-01-002942-00	JONAH BRUCE	JUVENILE/MINOR	2C:20-3 ...	03/26/2000	Not Guilty	05/19/2000	View Charges


County PD Expungement Retrieved Cases Screen (cont.)


- If you save the petition/proposed order and return to it after 24 hours, an informational message will display that advises additional cases may have been added to the source systems since the petition/proposed order was created. Click on the "Refresh" icon to refresh the data from the source systems.

Expungement Portal

Petition > Retrieved Cases > Additional Cases Case List Proposed Order

Retrieved cases

 Updated court data may be available. Court data was last retrieved on 05/13/2020. Please click Refresh to retrieve the latest court data.

 Refresh

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Criminal cases

<input checked="" type="checkbox"/>	Case ID	Defendant name	IND/ACC number	Charges	Arrest/Issued date	Disposition	Disposition date
> <input checked="" type="checkbox"/>	ATL-96-000260-001	PAT TEST CAMPBELL		2C:20-4 ...	03/29/1900	REMAND	01/31/1996
> <input checked="" type="checkbox"/>	ATL-98-003474-002	PAT TEST WATTS		2C:5-2A ...	03/29/1900	MERGED CASE	10/22/1998

County PD Expungement Additional Cases Screen

- The next screen you come to is the "Additional Cases" screen. This screen provides options to add additional cases that were not systematically retrieved to the petition/proposed order.

Petition > Retrieved Cases > **Additional Cases** > Case List > Judicial Decision

Case search ⓘ

Select from drop-down menu below to add other cases to proposed order/petition that were not identified by the system.

Court/Division *

Select... ▼

- Criminal
- Municipal**
- Family
- Arrest only records/Older cases
- Other (Out of State)

Back Cancel Save **Next**

County PD Expungement Additional Cases Screen (cont.)

- To conduct a system search for a specific case, select "Criminal," "Municipal," or "Family" from the "Court/Division" drop-down menu, enter the required data in the fields that display, and click "Search." To add the case to the petition/proposed order, click "Add."

Case search

Select from drop-down menu below to add cases to the proposed order/petition that were not identified by the system.

Court/Division *

Criminal

County * Year * Seq.# * Def. # *

MERCER 20 030150 001

Reset Search

Search results

Case ID	IND/ACC number	Charges	Arrest/Issued date	Disposition	Disposition date	Municipality/Court	
> MER-20-030150-001	20-04-030150-I	2C:35-10.5A(4) ...	03/25/2020	GUILTY	04/09/2020	MERCER COUNTY SUPERIOR COURT	Add

County PD Expungement Additional Cases Screen (cont.)

- To remove an added case, click "Remove."

Case search

Select from drop-down menu below to add cases to the proposed order/petition that were not identified by the system.

Court/Division *

Select ▼

Added cases

Criminal cases

Case ID	IND/ACC number	Charges	Arrest/Issued date	Disposition	Disposition date	Municipality/Court	
> MER-20-030150-001	20-04-030150-I	2C:35-10.5A(4) ...	03/25/2020	GUILTY	04/09/2020	MERCER COUNTY SUPERIOR COURT	Remove

County PD Expungement Additional Cases Screen (cont.)

- To manually add an out-of-state case, or an in-state record that has not been successfully retrieved, select "Other (Out-Of-State)" or "Arrest only records/Older cases" from the drop-down menu as applicable. Enter the required data in the fields that display. To add the result to the petition/proposed order, click "Add." To remove it, click "Remove." Click "Next" to move on to the following screen.

Petition > Retrieved Cases > Additional Cases > Case List > Proposed Order

Case search

Court/Division *
Other (Out of State) ▼

State *
CONNECTICUT ▼

Case ID *
12345

Additional information *
Defendant plead guilty to a charge of theft by deception in May 1999.

Reset Add

County PD Expungement Case List Screen

- The "Case List" screen displays every case that will be included in the petition/proposed order. Review this screen carefully to be sure the case list is complete and accurate. If any cases are missing an arrest date, you must click the three dots and **Edit Arrest/Issued Date** to add it. If an arrest date is not available, use the complaint issue date. Then, click "Next."

Expungement Portal

Petition > Retrieved Cases > Additional Cases > Case List > Proposed Order

Case List

Please review the case list and select 'Edit Arrest/Issued Date' option to update the Arrest/Issued date.

Criminal cases

	Case ID	Defendant name	IND/ACC number	Charges	Arrest/Issued date	Disposition	Disposition date	Attention
>	CPM-06-001290-002	JONAH BRUCE	06-11-00877-I	2C:5-2 ...		GUILTY	01/03/2008	View Charges ⋮
>	ATL-04-000437-001	JONAH D BRUCE		2C:33-2A(2) ...	01/28/2004	REMAND	03/03/2004	View Charges ⋮
>	CPM-06-001458-001	JONAH D BRUCE		2C:36-2 ...	10/31/2006	DOWNGRADE CHARGE	01/08/2007	View Charges ⋮
>	ATL-07-001775-001	JONAH D BRUCE	07-06-01420-I	2C:35-10A(1) ...	04/18/2007	DISMISSED	10/12/2007	View Charges ⋮

County PD Expungement Proposed Order Screen

- The “Proposed Order” screen facilitates the following:
 - Collects data regarding the defendant’s Recovery Court participation
 - Identifies parties who must be notified that the petition/proposed order has been filed
 - Allows you to enter details regarding the defendant’s outstanding financial obligations to the court at the time of filing, if they are known.

County PD Expungement Proposed Order Screen (cont.)

Defendant information

Defendant name	Date of birth	SBI	Alias
JONAH D BRUCE	08/02/1985	810033C	JONAH BRUCE
Address	Contact number	E-Mail	
1655 BEACH AVENUE, ATLANTIC, NJ 08401	609-399-7736	---	

Quick Links
PCH Report

Petition > Retrieved Cases > Additional Cases > Case List > Proposed Order

Proposed Order

Recovery court graduation date *	Recovery court sentence date *	Filing date
9/30/2007	9/1/2007	09/30/2022

Notified parties

The Attorney General of New Jersey

The Superintendent of the New Jersey State Police, Expungement Unit

The Prosecutor of county(ies)	Deputy Clerk of the Superior Court of NJ - Criminal Division	Deputy Clerk of the Superior Court of NJ - Family Division	The Administrator(s) of Municipal Court(s)
Atlantic, Cape May	Atlantic, Cape May	Atlantic, Cape May	---
Chief(s) of the police department(s)	The county(ies) of Probation Division(s)	County Identification Bureaus(s) (Sheriff's Department)	The Warden of the jail/prison
---	Atlantic, Cape May	Atlantic, Cape May	Atlantic, Cape May

Other applicable party(ies)

- The Commissioner of the New Jersey State Department of Corrections
- The Superintendent of the Juvenile Justice Commission

+ Add party

Financial obligations/Restitution Details

List of cases and amount to be entered into "Treasurer, State of New Jersey"

Case ID	Amount
	\$

+ Add case

Add documents

+ Add documents

Back Cancel Save Preview Proposed Order Submit

County PD Expungement Proposed Order Screen (cont.)

- The application will automatically add all notified parties. Notable exceptions include Director of the State Parole Board and Commissioner of the NJ State Department of Corrections.
- To add additional notified parties to the petition/proposed order, utilize the drop-down menu labeled "Other Applicable Parties." Make a selection, then click "+ Add" beneath the drop-down.
 - Some parties will require a secondary field selection to identify location, e.g., Chief(s) of Police.

The screenshot displays a web form for adding parties to an expungement petition. The form is organized into a grid of fields. A red arrow points to a dropdown menu labeled "Other applicable party(ies)". The dropdown menu is open, showing a list of party roles with a blue highlight on the "Select" option at the top. The list includes:

- Select
- The Superintendent of the Juvenile Justice Commission
- The Director of the New Jersey State Parole Board
- The Commissioner of the New Jersey State Department of Corrections
- Division of Criminal Justice, Records and Identification Unit
- The Prosecutor of county(ies)
- Deputy Clerk of the Superior Court of NJ - Criminal Division
- Deputy Clerk of the Superior Court of NJ - Family Division
- The Administrator(s) of Municipal Court(s)
- Chief(s) of the police department(s)
- The county(ies) of Probation Department(s)
- County Identification Bureau(s) (Sheriff's Department)
- The Warden of the jail/prison

Other visible fields in the form include:

- The Prosecutor of county(ies) Mercer
- Deputy Clerk of the Superior Court of NJ - Criminal Division Mercer
- Deputy Clerk of the Superior Court of NJ - Family Division
- The Administrator(s) of Municipal Court(s) Trenton Municipal Court
- Chief(s) of the police department(s) Trenton Police Department
- The county(ies) of Probation Department(s)
- County Identification Bureau(s) (Sheriff's Department) Mercer
- The Warden of the jail/prison

County PD Expungement Proposed Order Screen (cont.)

- The bottom of the screen features a "Preview Proposed Order" button. This button opens a draft of the Proposed Order PDF that will be generated when you submit the petition/proposed order. It is important to preview the PDF to be certain all necessary information is included.

OFFICE OF THE PUBLIC DEFENDER
Atlantic Region
5914 Main St.
Suite 201
Mays Landing, NJ 08330
PHONE: (609) 625-9111
FAX: (609) 625-4260

IN THE MATTER OF
THE EXPUNGEMENT OF
THE CRIMINAL/JUVENILE RECORDS OF
HALSEY KHALID

**SUPERIOR COURT OF NEW JERSEY
LAW DIVISION - CRIMINAL PART
ATLANTIC COUNTY**

Civil Action
Expungement Case #: --
**PROPOSED EXPUNGEMENT ORDER
PURSUANT TO N.J.S.A. 2C:35-14(m)(1)**

THIS MATTER having been brought before the Court on behalf of, **HALSEY KHALID A.K.A. Halsey Khalid born April 09, 1990, SBI* number 200325H**, for expungement of records, pursuant to N.J.S.A. 2C:35-14(m); with Atlantic County Prosecutor, representing the State of New Jersey; and Atlantic County Deputy Public Defender, representing the **HALSEY KHALID**, and

HAVING FOUND that the requirements for Expungement under N.J.S.A. 2C:35-14(m) have been satisfied.

IT IS ORDERED this 11th day of June, 2020 that:

The Attorney General of New Jersey,
The Superintendent of the New Jersey State Police, Expungement Unit,
The Prosecutors of the following counties:
Mercer
The Deputy Clerk of Superior Court-Criminal Divisions in the following counties:
Mercer
The Administrators of the following Municipal Courts:
Trenton Municipal Court
The County Identification Bureau (Sheriff's Department):
Mercer
The Chiefs of the following Police Departments:
Trenton Police Department
Remove from their records all information relating to petitioner, for the following:

(1) 03/25/2020 arrest/custody on the charge of violating N.J.S.A. 2C:35-5A(1) MANUF/DISTR CDS OR INTENT TO M - DEGREE 2 (W-2020-000037-1111, MER-20-030150-001, 20-04-030150-1) Trenton City/Mercer County;

(2) 03/25/2020 arrest/custody on the charge of violating N.J.S.A. 2C:35-10.5A(3) PRESC/LEGEND DRUGS-DISTRIBUTE - DEGREE 3 (W-2020-000036-1111, MER-20-030149-001, 20-04-030149-1)

*State Bureau of Identification (SBI)

Page: 1 of 2

Trenton City/Mercer County.

And remove all records concerning the subsequent criminal and/or juvenile proceedings regarding such charges, including any convictions, adjudications of delinquency or dispositions, if applicable, and place such information in the control of a person within the office designated to retain control over expunged records.

IT IS FURTHER ORDERED that any of the above officers or agencies which sent fingerprints and/or any records of the above arrests/convictions/adjudications/dispositions and proceedings to the Federal Bureau of Investigation or any other office or agency shall notify same of this Order and that the agencies designated to retain such records take sufficient precautions to ensure that such records and information are not released.

IT IS FURTHER ORDERED that any records, or the information therein, shall not be released except as provided under the provision of N.J.S.A. 2C:52-1, et seq. and that the persons designated to retain control over expunged records take sufficient precautions to ensure that such records and information are not released.

IT IS FURTHER ORDERED that in response to requests for information or records, the court office or law enforcement agency shall reply that, with respect to the arrest/conviction/adjudication/disposition which is the subject of this Order, there is no record.

IT IS FURTHER ORDERED that the arrest/conviction/adjudication/disposition that is the subject of this Order shall be deemed, in contemplation of law, not to have occurred, and the Petitioner may answer accordingly any questions relating to this occurrence except as provided in N.J.S.A. 2C:52-27.

IT IS FURTHER ORDERED that this Order does not expunge the records contained in the Controlled Dangerous Substance Registry (C.26:2G-17 et seq.) or the registry created by the Administrative Office of the Courts pursuant to N.J.S.A. 2C:43-21.

Page: 2 of 2

County PD Expungement Proposed Order Screen (cont.)

- Once you have previewed the Proposed Order, click "Submit." This will open a popup window that asks you to confirm or cancel your submission. If you choose to cancel, you will return to the petition/proposed order and may make any necessary changes.

The screenshot displays a web application interface for submitting an expungement application. A modal window titled "Confirmation" is centered on the screen, overlaid on a dimmed background of the main application form. The background form includes fields for "Department(s)", "County Identification Bureau(s) (Sheriff's Department)", "The Warden of the jail/prison", "Party(ies)", "Restitution Details (if applicable)", "Amount", and "Treasurer". The modal window contains the following text:

Confirmation ✕

You are about to submit the Expungement application for:

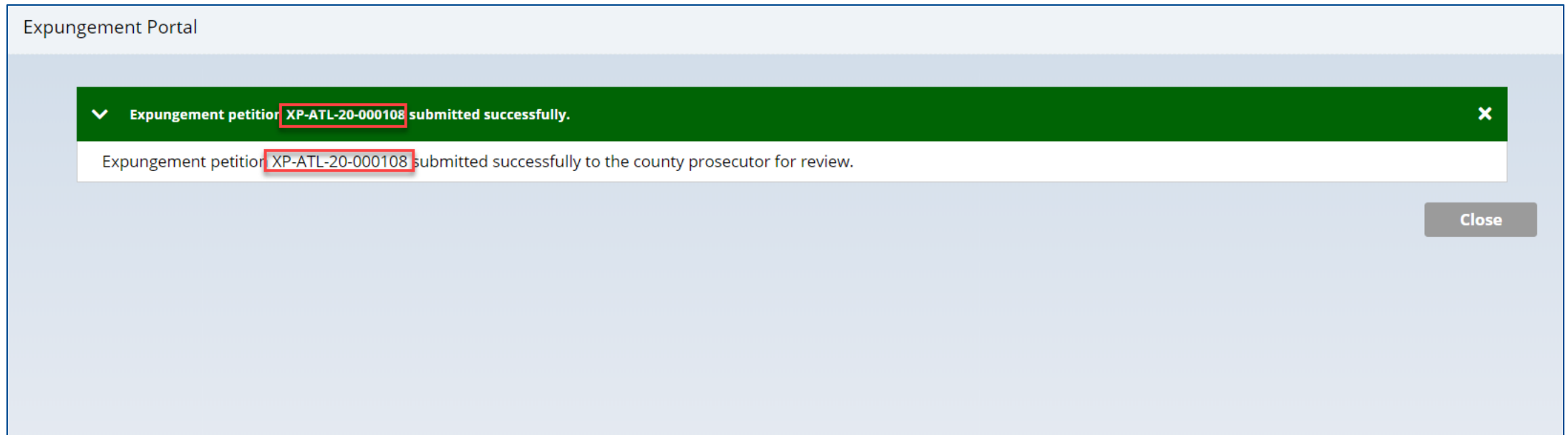
Defendant	SBI No.
HALSEY KHALID	200325H

Please confirm before proceeding.

At the bottom of the modal, there are two buttons: "Cancel" (grey) and "Confirm" (green). The "Confirm" button is highlighted with a red rectangular border.

County PD Expungement Proposed Order Screen (cont.)

- Upon confirmation and submission, the system will display a success message at the top of the screen indicating the petition/proposed order was successfully submitted. The system will also generate a unique expungement case number.



The screenshot displays the 'Expungement Portal' interface. At the top left, the text 'Expungement Portal' is visible. A green notification banner at the top center contains a checkmark icon, the text 'Expungement petition XP-ATL-20-000108 submitted successfully.', and a close icon (X). Below this banner, a white message box contains the text 'Expungement petition XP-ATL-20-000108 submitted successfully to the county prosecutor for review.' A 'Close' button is located in the bottom right corner of the message box.

County PD Expungement Proposed Order Screen (cont.)

- The petition/proposed order status will update to "Pending Prosecutor Review" and become a task item for the County Prosecutor. The "Open" button will no longer be accessible, but you may still use the Action menu to view the case jacket, upload relevant documents, or withdraw the petition/proposed order if necessary.

>	XP-CAM-22-000015	DAVID P TEST	140546C	10/05/2022	Recovery Court	Pending Prosecutor Review	12/05/2022	Open	⋮	
>	XP-MID-22-000288	TESTDEF X DECRIM3	414414X	10/05/2022	Regular	Pending Prosecutor Review	12/05/2022	Open	⋮	View Expungement Case Jacket Upload Documents Withdraw Petition
>	XP-ATL-22-000959	KAREEM C TEST	543595C	10/07/2022	Regular	Pending Prosecutor Review	12/07/2022	Open		

County PD Expungement Draft Petition Status Cases

- When the Central Office Public Defender creates a petition/proposed order belonging to your county, it will appear in your Workbasket with a status of "Draft Petition." To process this petition/proposed order, open the record and move through the screens as you would if you were creating the petition, reviewing the information as you go. Make changes as needed, then submit the petition.

Refresh :


66 results found

Page 7 of 7




Expungement number	Defendant	SBI	Filing date	Expungement type	Status	Hearing date	Attention
> XP-ATL-22-000753	JONAH D BRUCE	810033C	07/13/2022	Drug Court	Draft Petition		Open
> XP-GLO-22-000022	RABEEH A TEST		08/26/2022	Recovery Court	Draft Petition	10/26/2022	Open
> XP-ATL-22-000895	JAMES P MAYS	593231C	09/14/2022	Recovery Court	Draft Petition	11/14/2022	Open
> XP-ATL-22-000919	KENNY DEFICCIO		09/28/2022	Recovery Court	Draft Petition	11/28/2022	Open

County PD Expungement Pending Petitioner Response Status Cases

- Prosecutors reviewing your county's petitions/proposed orders may return them to you for deficiencies or necessary corrections. These petitions/proposed orders will appear in your Workbasket with a status of "Pending Petitioner Response."

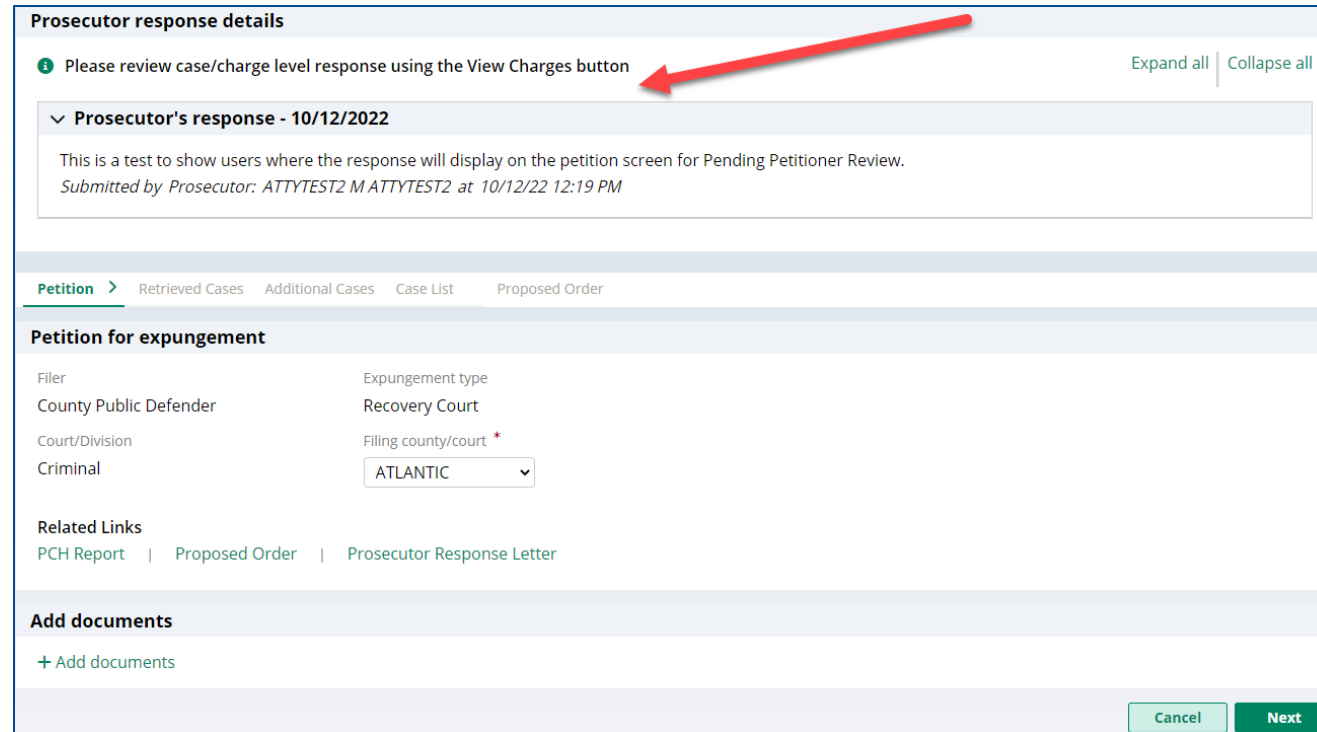
Refresh  106 results found

Page 11 of 11

Expungement number	Defendant	SBI	Filing date	Expungement type	Status	Hearing date	Attention
> XP-ATL-22-000889	JONAH D BRUCE	810033C	09/13/2022	Recovery Court	Pending Petitioner Response	11/14/2022	Objection Open 
> XP-ATL-22-000892	KENNY DEFICCIO		09/14/2022	Recovery Court	Pending Petitioner Response	11/14/2022	Objection Open 
> XP-ATL-22-000896	JAMES P MAYS	593231C	09/14/2022	Clean Slate	Pending Petitioner Response	11/14/2022	Objection Open 

County PD Expungement Pending Petitioner Response Status Cases (cont.)

- When you open the case, the "Petition" screen will display a section called Prosecutor response details. Use the twisty to expand these notes and review the instructions from the Prosecutor. Make the required changes and submit to generate a revised Proposed Order for the prosecutor's office and court to evaluate.



Prosecutor response details

ⓘ Please review case/charge level response using the [View Charges](#) button Expand all | Collapse all

▼ **Prosecutor's response - 10/12/2022**

This is a test to show users where the response will display on the petition screen for Pending Petitioner Review.
Submitted by Prosecutor: ATTYTEST2 M ATTYTEST2 at 10/12/22 12:19 PM

Petition > Retrieved Cases | Additional Cases | Case List | Proposed Order

Petition for expungement

Filer	Expungement type
County Public Defender	Recovery Court
Court/Division	Filing county/court *
Criminal	ATLANTIC

Related Links

[PCH Report](#) | [Proposed Order](#) | [Prosecutor Response Letter](#)

Add documents

+ Add documents

Cancel Next

Final Orders

- When a final order is issued for an expungement petition/proposed order, the status will update to "Order Denied" "Order Dismissed" or "Order Granted" and remain visible in your Workbasket.

Search by:

Expungement Type: Recovery Court, Drug Court ✕ Court/Division: Criminal ✕ Filing county/court: All ✕

Filing date: 07/17/2022 To 09/30/2022 ✕

+ Add/Change

Refresh 🔄

44 results found << < Page 1 of 5 > >>

Expungement number	Defendant	SBI	Filing date	Expungement type	Status	Hearing date	Attention
> XP-ATL-22-000822	TEST A TEST	407892B	08/04/2022	Drug Court	Pending Petitioner Response	10/04/2022	Objection <input type="button" value="Open"/>
> XP-MID-22-000225	LUIS MARTIN	125125K	08/07/2022	Drug Court	Pending Petitioner Response	10/13/2022	Objection <input type="button" value="Open"/>
> XP-MID-22-000226	LUIS MARTIN	125125K	08/07/2022	Drug Court	Awaiting Judicial Decision	10/13/2022	<input type="button" value="Open"/>
> XP-MID-22-000227	LUIS MARTIN	125125K	08/07/2022	Drug Court	Pending Petitioner Response	10/07/2022	Objection <input type="button" value="Open"/>
> XP-ATL-22-000845	BRETT DIDOMENICO	190355C	08/09/2022	Drug Court	Withdrawn	10/11/2022	<input type="button" value="Open"/>
> XP-ATL-22-000852	BRETT DIDOMENICO	190355C	08/10/2022	Drug Court	Order Granted	10/11/2022	<input type="button" value="Open"/>
> XP-MID-22-000235	MICHAEL MEADOW	181214A	08/17/2022	Drug Court	Order Granted	10/17/2022	<input type="button" value="Open"/>
> XP-MID-22-000236	MICHAEL MEADOW	181214A	08/17/2022	Drug Court	Order Granted	10/17/2022	<input type="button" value="Open"/>
> XP-CPM-22-000065	TEST A CAPEMAYS-CAPS-CD	206508E	08/25/2022	Recovery Court	Pending Prosecutor Review	10/25/2022	<input type="button" value="Open"/>
> XP-ATL-22-000878	DAVID F POLEY	264095B	08/29/2022	Recovery Court	Order Denied	10/31/2022	<input type="button" value="Open"/>

County PD Expungement Workbasket

- The Workbasket displays petitions/proposed orders your office has created and/or submitted along with important high-level information specific to each case.

Home In Progress E... X

In Progress Expungements

Search by: + Add/Change

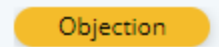
Refresh :

500 records Page 1 of 50 >>

	Expungement number	Defendant	SBI	Filing date	Expungement type	Status	Hearing date	Attention
>	XP-ATL-20-000056	NELSON TEST	905183P	07/24/2020	Drug Court	Pending Petitioner Review		Open
>	XP-MON-20-000007	SAM TROY	189251J	06/26/2020	Drug Court	Pending Petitioner Review		Open
>	XP-ATL-20-000061	TWORRUNH V OMSPTTEST		04/13/2020	Drug Court	Order Granted		Open
>	XP-ATL-20-000064	NELSON TEST	905183P	04/14/2020	Drug Court	Awaiting Judicial Decision	09/23/2022	Open
>	XP-ATL-20-000065	TWORRUNH V OMSPTTEST		04/14/2020	Drug Court	Awaiting Judicial Decision	07/29/2022	Open
>	XP-ATL-20-000067	PAT TEST A CAMPBELL	196095B	04/28/2020	Drug Court	Awaiting Judicial Decision	07/29/2022	Open
>	XP-ATL-20-000068	JENN L MAC	108108Z	04/28/2020	Drug Court	Order Denied	06/03/2020	Open

Workbasket columns

The following columns are displayed:

- Expungement number: The system-generated case number when the Public Defender submits the proposed order.
- Defendant: Defendant's name in the format of First name, Middle initial, Last name.
- SBI: Unique identifier for the defendant assigned by the State Police.
- Filing date: Date when the petition/proposed order was filed and submitted. Default sort is by earliest date.
- Expungement Type: identifies the type of expungement (i.e. Recovery Court).
- Status: indicates the petition's/proposed order's status as it moves through the stages of the process:
 - New, Draft Petition (for Public Defender role only), Pending Prosecutor Review, Pending Petitioner Review, Awaiting Judicial Decision, Denied, Granted.
- Hearing Date: Date when the prosecutors are supposed to process the expungement.
 - The expungement application never actually schedules a hearing.
 - The court can update this date and actually schedule a hearing date.
- Attention: Displays an icon to the user:
 - Displays  when Prosecutor submits an objection response

Workbasket Search

- To search for a case on the Workbasket screen, click the "Add/Change" link next to "Search by" to open a Search parameters popup window.

Search by: [+ Add/Change](#)

Refresh :

500 records

Page 1 of 50

Expungement number	Defendant	SBI	Filing date	Expungement type	Status	Hearing date	Attention
> XP-ATL-20-000056	NELSON TEST	905183P	07/24/2020	Drug Court	Pending Petitioner Review		Open ⋮
> XP-MON-20-000007	SAM TROY	189251J	06/26/2020	Drug Court	Pending Petitioner Review		Open ⋮

Workbasket Search (cont.)

- Click +Add search criteria link
- Select a value from the "Search criteria" drop down list and enter the desired search criteria such as
 - Defendant name, Filing date, Decision date, Status, Hearing date, Expungement Case Number or SBI number
- When searching by defendant name, at least 2 characters must be entered in the Last name field and the search is not case sensitive (i.e. you can enter criteria in upper and/or lower case)
- When searching by SBI, exact value must be entered.
- When searching by Expungement case number, County is a dropdown, Year is the 2 digit year, and Sequence Number are required.

Workbasket Search (cont.)

- Click the Search button when done entering the search criteria and return to the Workbasket with results matching your criteria.
- Click the Reset button to clear the search parameters entered previously.
- Click the Close button to close the Search parameter popup window and return to the Workbasket.

Search parameters

Court/Division: Criminal X Clear Expungement Type: ALL X Clear

Filing county/court: ALL X Clear

Search criteria *
X Defendant name * First name MI Last name * tro

Search criteria *
X SBI number * 189251J

+ Add search criteria

Close Reset Search

Workbasket Search (cont.)

- The Workbasket screen displays the search results matching the criteria entered.
- The # of results found is displayed.
- To clear the search criteria, click the "X" next to the criteria or select "+Add/Change" and click the Reset button from within the Search popup window.

In Progress Expungements

Search by:

Expungement Type: Recovery Court,Drug Court ✕ Court/Division: Criminal ✕ Filing county/court: All ✕ Defendant name: ort ✕

SBI number: 686129c ✕

+ Add/Change

Refresh ↻

13 results found

Page 1 of 2

Expungement number	Defendant	SBI	Filing date	Expungement type	Status	Hearing date	Attention
> XP-MID-20-000025	DENNIS J ORTIZ	686129C	09/25/2020	Drug Court	Pending Prosecutor Review		Open
> XP-ATL-20-000207	DENNIS J ORTIZ	686129C	09/25/2020	Drug Court	Order Granted		Open
> XP-ATL-20-000264	DENNIS J ORTIZ	686129C	11/23/2020	Drug Court	Order Granted		Open

Workbasket Refresh/Export/Sort

- Click the Refresh icon to refresh the page with the latest information. This action will:
 - update the petition status.
 - display any new petition that was submitted.
 - remove any petition that was withdrawn.
- Click the Export icon next to Refresh to download an Excel file with the Workbasket information.
- Click the sort icon on the Filing Date, Status, or Hearing Date column to sort the Workbasket information in ascending or descending order by that header.

The screenshot displays the Expungement Portal interface. At the top, there are search filters: "Expungement Type: Recovery Court, Drug Court", "Court/Division: Criminal", "Filing county/court: All", and "Defendant name: ort". Below these is a search bar with "SBI number: 686129c" and a "+ Add/Change" button. The main content area shows a table with 13 results found. The table has columns for Expungement number, Defendant, SBI, Filing date, Expungement type, Status, Hearing date, and Attention. Two rows are visible: one for "XP-MID-20-000025" and one for "XP-ATL-20-000207". Above the table, there are buttons for "Refresh" (highlighted with a red box and arrow), "Export" (with a red arrow), and sort icons for "Filing date", "Status", and "Hearing date" (each with a red arrow). The "Refresh" button is a circular icon with a refresh symbol and a dropdown arrow. The "Export" button is a document icon with a dropdown arrow. The sort icons are small triangles with dropdown arrows. The table rows have "Open" buttons and dropdown menus on the right side. The page number "Page 1 of 2" is visible at the bottom right of the table area.

Expungement number	Defendant	SBI	Filing date	Expungement type	Status	Hearing date	Attention
> XP-MID-20-000025	DENNIS J ORTIZ	686129C	09/25/2020	Drug Court	Pending Prosecutor Review		Open
> XP-ATL-20-000207	DENNIS J ORTIZ	686129C	09/25/2020	Drug Court	Order Granted		Open

Workbasket Pagination

- The Workbasket displays ten records per page, When there are more than ten records, click << < Page 1 of N > >> to navigate to first, previous, next and last pages.

Search by:

Expungement Type: Recovery Court,Drug Court × Court/Division: Criminal × Filing county/court: All × Defendant name: ort ×

SBI number: 686129c ×

+ Add/Change



Refresh :

13 results found

<< < Page 1 of 2 > >>

	Expungement number	Defendant	SBI	Filing date	Expungement type	Status	Hearing date	Attention
>	XP-MID-20-000025	DENNIS J ORTIZ	686129C	09/25/2020	Drug Court	Pending Prosecutor Review		<input type="button" value="Open"/> ⋮
>	XP-ATL-20-000207	DENNIS J ORTIZ	686129C	09/25/2020	Drug Court	Order Granted		<input type="button" value="Open"/> ⋮

Workbasket Expand/Collapse

- Click the  twisty to expand the petition/proposed order information for a defendant to view more details.
 - Date of birth; Filing county/court; Recovery (Drug) court graduation date; Recovery (Drug) court sentence date; Prosecutor response; Decision Date
 - When no value is returned, two dashes will be displayed (e.g. see Decision date below)
- Click the  twisty again to collapse the petition/proposed order information.



	XP-MID-22-000239	PAWINA LEE	908070P	09/13/2022	Recovery Court	Pending Prosecutor Review	11/14/2022	Open	
	XP-GLO-22-000022	RABEEH A TEST		08/26/2022	Recovery Court	Draft Petition	10/26/2022	Open	
	Date of birth	Filing county/court		Recovery court sentence date		Recovery court graduation date			
	05/07/2004	Gloucester		08/01/2022		08/07/2022			
	Prosecutor response	Decision date							
	---	---							

Workbasket Actions

- Upon clicking the icon with three dots, (⋮) the following actions are available:
 - View Expungement Case Jacket, Upload Documents, Withdraw Petition

>	XP-CAM-22-000015	DAVID P TEST	140546C	10/05/2022	Recovery Court	Pending Prosecutor Review	12/05/2022	Open	⋮	
>	XP-MID-22-000288	TESTDEF X DECRIM3	414414X	10/05/2022	Regular	Pending Prosecutor Review	12/05/2022	Open	⋮	View Expungement Case Jacket Upload Documents Withdraw Petition
>	XP-ATL-22-000959	KAREEM C TEST	543595C	10/07/2022	Regular	Pending Prosecutor Review	12/07/2022	Open		

Upload document

- From the Workbasket, choose the action "Upload Document" to open the modal. You can only upload PDF documents and they will be saved to the case jacket.
- Click "Select file(s)" to browse the file explorer and find the file or drag and drop the desired file into the middle section with the paper clip.
- Enter the Filed Date and Document Type from the available list of options then click the Save button.
- When Document type of "Other" is selected, the Document description is required.

Upload document

Drag and drop files here

or

Select file(s)

Document name*	Filed date*	Document type*	Document description
RegressionTestMarijuanaCountyPDFinal Granted Order.pdf	9/30/2022	Select.. Select.. Brief Complaint Judgment of Conviction Judgment of Dismissal Amended Expungement Order Order of Disposition Petitioner Response Letter Pre Sentencing Investigation Other	

Cancel Save

0818 TEST A TEST 407892B 08/04/2022 Drug Co 22

View Expungement Case Jacket

- From the Workbasket, choose the action “View Expungement Case Jacket”, then click on the “Documents” tab. Below is a description of each column header.
- Filed Date – date the petition is filed.
- Defendant Name – name of the defendant whose petition is filed.
- Filings – displays a paper clip of the PDF document attached to the entry.
- Docket Text – description of the action or event initiated by various users.
- Transaction ID – the unique, system generated identifier for the event.
- Entry Date – the date the entry was created.
- Entered by – displays the user who initiates the action.

View Expungement Case Jacket

- Click (☰) to sort the columns in ascending or descending order. Default sort is by earliest Entry Date
- Click the paper clip to view the PDF associated with a particular entry.

The screenshot displays the 'Defendant information' section for case XP-ATL-22-000964. The defendant is MICHAEL MEADOW, born 01/01/1971, with address 77 SUNSET ST., ANYTOWN, NJ 22277. A 'Documents' button is highlighted with a red box. Below is a table of filings with a red border. A red arrow points to the 'Entry Date' column header, which has a dropdown arrow indicating it is sorted by date.

Filed Date	Defendant Name	Filings	Docket Text	Transaction ID	Entry Date	Entered by
10/12/2022	MICHAEL MEADOW		PARTY COURT HISTORY REPORT generated	XPN20229868	10/12/2022	System
10/12/2022	MICHAEL MEADOW		PROPOSED ORDER submitted by ATTYTEST1 M ATTYTEST1 of ATLANTIC COUNTY OFFICE OF THE PUBLIC DEFENDER	XPN20229869	10/12/2022	900002020
10/12/2022	MICHAEL MEADOW		Hearing is scheduled on 12/12/2022 re: PROPOSED ORDER [XPN20229869]	XPN20229870	10/12/2022	900002020
10/12/2022	MICHAEL MEADOW		PROSECUTOR RESPONSE - OBJECTION by ATTYTEST2 M ATTYTEST2 of ATLANTIC COUNTY PROSECUTOR'S OFFICE re: PROPOSED ORDER [XPN20229869]	XPN20229871	10/12/2022	900012020
10/12/2022	MICHAEL MEADOW		PROSECUTOR RESPONSE LETTER submitted by ATTYTEST2 M ATTYTEST2 of ATLANTIC COUNTY PROSECUTOR'S OFFICE re: PROPOSED ORDER [XPN20229869]	XPN20229872	10/12/2022	900012020
10/12/2022	MICHAEL MEADOW		PROPOSED ORDER returned by ATTYTEST2 M ATTYTEST2 of ATLANTIC COUNTY PROSECUTOR'S OFFICE re: PROPOSED ORDER [XPN20229869]	XPN20229873	10/12/2022	900012020

Change Petition Status

- Court staff and Judge have the ability to manually change the status of petitions.
- From Pending Prosecutor Review, the status can be updated to - Pending Petitioner Response or Awaiting Judicial Decision.
- From Revised Petition Prosecutor Review, the status can be updated to - Pending Petitioner Review or Awaiting Judicial Decision.
- From Pending petitioner response, the status can be updated to - Revised petition prosecutor review or awaiting judicial decision.
- From Awaiting judicial decision the status can be updated to - Revised petition prosecutor review or Pending Prosecutor Review or Pending petitioner response.
- When Court staff changes the status, a case jacket entry will be added denoting the change. When the status is changed to Pending Petitioner Response, an email notification will be sent to the petitioner (private attorney or to the County Public Defender general mailbox if it was initiated by a self-represented litigant).

Submit a Proposed Amended Order

County PD

Amend Proposed Order

- Petitioners can file an amended order on a granted order or amended granted order. Each Expungement type - Regular, Clean Slate, Marijuana, Marijuana Decriminalization, Recovery Court (previously Drug Court) can be amended.
- If you save or upload document after initiating amendment the case status will change to "Draft Amended Order" until it's submitted. Other users will still see case in prior status 'Order Granted' or 'Amended Order Granted'.

The screenshot shows the 'In Progress Expungements' section of the portal. Search filters include: Expungement Type: All X, Court/Division: Criminal X, Filing county/court: All X, Defendant name: PEREZ X. A 'Refresh' button is present. Two results are found:

Expungement number	Defendant	SBI	Filing date	Expungement type	Status	Hearing date	Attention
> XP-MID-23-000052	PEREZ		02/28/2023	Regular	Amended Order Prosecutor Review	05/01/2023	Open
> XP-MID-23-000053	PEREZ		03/02/2023	Regular	Order Granted	05/02/2023	Open

A dropdown menu is open for the second result (XP-MID-23-000053), showing options: View Expungement Case Jacket, View Notification Status, and Amend Order.

County PD

Amend Proposed Order – Petition Screen

- After initiating an Amendment, Petition screen is displayed with Defendant information, Case information, Quick link to Case Jacket and hyperlinks to generated documents by Related links

Defendant information

Defendant name PEREZ	Date of birth [redacted]	SBI [redacted]	Alias PEREZ
Address [redacted] CLIFTON, NJ 07011 	Contact number ---	E-Mail ---	

Quick Links
[View Expungement Case Jacket](#)

Petition > Additional Cases Case List Proposed Order

Petition for expungement

Filer Private Attorney	Expungement type Regular
Court/Division Criminal	Filing county/court * MIDDLESEX

Related Links
[Petition](#) | [Prosecutor Response Letter](#) | [Final Order](#)

Add documents
[+ Add documents](#)

[Cancel](#) [Next](#)

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Amend Proposed Order – Additional Cases

- Any Criminal, Municipal, Family and older Arrest only cases can be added on Additional cases screen.

Defendant information

Defendant name	Date of birth	SBI	Alias
PEREZ			---
Address	Contact number	E-Mail	
CLIFTON, NJ 07011	---	---	

Quick Links
[View Expungement Case Jacket](#)

[Petition](#) > [Additional Cases](#) > [Case List](#) [Proposed Order](#)

Case search

Please note that the cases from the original order can be removed, if applicable, on the 'Case List' screen.

Court/Division *

Municipal

Added cases

Criminal cases

	Case ID	Defendant name	IND/ACC number	Charges	Arrest/Issued date	Disposition	Disposition date	Attention
>	PAS-19-030036-001	PEREZ	19-03-63433-I	2C:40-18C ...	03/01/2019			Remove ⋮

Municipal cases

	Case ID	Defendant name	Linked case ID	Charges	Arrest/Issued date	Disposition	Disposition date	Attention
>	W-2019-000011-1602	PEREZ	PAS-19-030037-001	2C:29-9B(2) ...	03/05/2019			Remove ⋮

County PD Amend Proposed Order – Case List

- On Case list screen, any cases added on Additional cases screen will be displayed under section 'Newly added cases'.

Defendant information

Defendant name PEREZ	Date of birth [redacted]	SBI [redacted]	Alias ---
Address [redacted] CLIFTON, NJ 07011	Contact number ---	E-Mail ---	

Quick Links
[View Expungement Case Jacket](#)

Petition > Additional Cases > Case List > Proposed Order

Newly added cases

Please review the case list and select 'Edit Arrest/Issued Date' option to update the Arrest/Issued date.

Criminal cases

Case ID	Defendant name	IND/ACC number	Charges	Arrest/Issued date	Disposition	Disposition date	Attention
> PAS-19-030036-001	PEREZ	19-03-63433-I	2C:40-18C ...	03/01/2019			View Charges

Municipal cases

Case ID	Defendant name	Linked case ID	Charges	Arrest/Issued date	Disposition	Disposition date	Attention
> W-2019-000011-1602	PEREZ	PAS-19-030037-001	2C:29-9B(2) ...	03/05/2019			View Charges

Family cases

Case ID	Defendant name	Case relationship	Charges	Arrest/Issued date	Disposition	Disposition date	Attention
No data available							

County PD

Amend Proposed Order – Case List (cont.)

- 'Cases from latest order' section - Cases can be de-selected from 'Cases from latest order' section.

The screenshot shows the 'Expungement Portal' interface. At the top, there are navigation tabs for 'Home', 'In Progress E...', 'Perez X', and 'Perez X'. Below the navigation is the 'Expungement Portal' header. The main content area is titled 'Cases from latest order' and includes a note: 'Deselected cases will be removed from the proposed order. Please review the case list and select 'Edit Arrest/Issued Date' option to update the Arrest/Issued date.' The cases are organized into three sections: 'Criminal cases', 'Municipal cases', and 'Family cases'. Each case row includes columns for Case ID, Defendant name, IND/ACC number, Charges, Arrest/Issued date, Disposition, Disposition date, and Attention. A red box highlights the 'Case ID' column of the first case in the 'Criminal cases' section, which is 'PAS-19-030037-001'. A red arrow points to this box. The 'Municipal cases' section also has a red box highlighting the 'Case ID' of the first case, 'W-2019-000022-1202', with a red arrow pointing to it. The 'Family cases' section shows one case, 'FO-16-000004-20', which is selected.

Cases from latest order								
Deselected cases will be removed from the proposed order. Please review the case list and select 'Edit Arrest/Issued Date' option to update the Arrest/Issued date.								
Criminal cases								
<input type="checkbox"/>	Case ID	Defendant name	IND/ACC number	Charges	Arrest/Issued date	Disposition	Disposition date	Attention
>	<input type="checkbox"/>	PAS-19-030037-001	PEREZ	19-03-96358-1	2C:40-18B ...	03/05/2019		View Charges
>	<input checked="" type="checkbox"/>	MID-19-030175-001	PEREZ	19-10-30175-1	2C:40-18B ...	03/10/2019	REINSTATED 08/26/2020	View Charges
>	<input checked="" type="checkbox"/>	PAS-21-030002-001	PEREZ	21-06-30002-1	2C:18-2A(2) ...	01/03/2020		View Charges
>	<input checked="" type="checkbox"/>	PAS-21-030001-001	PEREZ		2C:12-1B(9) ...	02/03/2020		View Charges
>	<input checked="" type="checkbox"/>	PAS-21-030003-001	PEREZ	21-06-30003-1	2C:18-2A(1) ...	02/03/2020		View Charges
Municipal cases								
<input type="checkbox"/>	Case ID	Defendant name	Linked case ID	Charges	Arrest/Issued date	Disposition	Disposition date	Attention
>	<input type="checkbox"/>	W-2019-000022-1202		2C:40-18B ...	03/10/2019			View Charges
>	<input checked="" type="checkbox"/>	W-2019-00010-1602		2C:40-18C ...	03/21/2019			View Charges
>	<input checked="" type="checkbox"/>	S-2020-000004-1602		2C:18-3B ...	01/03/2020	Conditional Dismissal	08/26/2020	View Charges
>	<input checked="" type="checkbox"/>	W-2020-000002-1602	PAS-21-030002-001	2C:18-2A(2) ...	01/03/2020			View Charges
>	<input checked="" type="checkbox"/>	W-2020-000003-1602	PAS-21-030003-001	2C:18-2A(1) ...	02/03/2020			View Charges
>	<input checked="" type="checkbox"/>	W-2020-000001-1602	PAS-21-030001-001	2C:12-1B(9) ...	02/03/2020			View Charges
Family cases								
<input checked="" type="checkbox"/>	Case ID	Defendant name	Case relationship	Charges	Arrest/Issued date	Disposition	Disposition date	Attention
>	<input checked="" type="checkbox"/>	FO-16-000004-20	PEREZ	DEFENDANT	2C:29-9B(2) ...	03/05/2019	04/26/2021	View Charges

County PD

Amend Proposed Order – Case List (cont.)

- Clicking on any cases' view charges modal window shows the associated case details, full charge information (including charge disposition & sentence) and expanding the case shows the assigned court. Any additional information can be entered in textbox.

The screenshot displays the Expungement Portal interface. At the top, a header shows case details: '000011-1602 JAHIRA PEREZ 030037-001 2C:29-9B(2) ... 03/05/2019'. Below this is a table with columns: Case ID, Defendant name, Case relationship, Charges, Arrest/Issued date, Disposition, Disposition date, and Attention. The table is currently empty, with the text 'No data available' displayed. A modal window titled 'Charge information for MID-19-030175-001' is open, showing 'Indictment/Accusation: 19-10-30175-I' and 'MID-19-030175-001'. It includes a section for 'Disposition information' with a dropdown menu set to 'W-2019-000022-1202'. Below this is a table with columns 'Charges' and 'Charge disposition', containing the entry '2C:40-18B VIOLATION OF PUBLIC HEALTH/SAFETY LAW-CAUSES SERIOUS BI - DEGREE 3'. There is also a section for 'Additional case details' with a text input field. The modal has 'Cancel' and 'Confirm' buttons at the bottom. A red arrow points to the 'View Charges' button in the background table, and another red arrow points to the 'View Charges' button in the modal window.

County PD

Amend Proposed Order – Proposed Order

- On Proposed Order screen, Amendment Reason text must be added, which will be displayed on Proposed Amended Order pdf. Notified agencies from prior Order and related to Newly added cases will be displayed under listed Notified agencies, but any additional Notified agencies can be added manually by using Other applicable party(ies) option.
- Financial obligations/Restitution Details can also be added as applicable.

Defendant information

Defendant name PEREZ	Date of birth [input field]	SBI [input field]	Alias ---
Address [input field] CLIFTON, NJ 07011	Contact number ---	E-Mail ---	

Quick Links
[View Expungement Case Jacket](#)

[Petition](#) > [Additional Cases](#) > [Case List](#) > [Proposed Order](#)

Proposed Order

Amendment reason * (The Amendment reason will appear on the Proposed Amended Order PDF)

Enter your amendment reason [here](#)

Notified parties ⓘ

The Attorney General of New Jersey

The Superintendent of the New Jersey State Police, Expungement Unit

The Prosecutor of county(ies) Middlesex, Passaic	Deputy Clerk of the Superior Court of NJ - Criminal Division Middlesex, Passaic	Deputy Clerk of the Superior Court of NJ - Family Division Passaic	The Administrator(s) of Municipal Court(s) Clifton Municipal Court, Cranbury Twp Municipal Court
Chief(s) of the police department(s) Clifton Police Dept, Cranbury Police Dept	The county(ies) of Probation Division(s) Middlesex, Passaic	County Identification Bureau(s) (Sheriff's Department) Passaic, Middlesex	The Warden of the jail/prison Passaic

County PD Amend Proposed Order PDF

- The new Proposed Amended Order PDF will also display the following:
 - Amendment Reason
 - Newly added cases, Restored cases and cases from last order
 - Newly added notified Agencies and added Financial obligations/Restitution details

PACIFICO & LAWRENCE
705 AMBOY AVE
WOODBIDGE, NJ 07095
PHONE: (732) 634-5550

IN THE MATTER OF
THE EXPUNGEMENT OF
THE CRIMINAL/JUVENILE RECORDS OF
PEREZ

SUPERIOR COURT OF NEW JERSEY
LAW DIVISION - CRIMINAL PART
MIDDLESEX COUNTY
Expungement Docket #: XP-MID-23-000053
Civil Action
PROPOSED AMENDED EXPUNGEMENT ORDER

THIS MATTER having been brought to the Court on behalf of **PEREZ born**
SBI* number

IT IS on this ____ day of _____, _____, ORDERED that the COURT's Order dated March 02, 2023, is AMENDED as follows:

HAVING FOUND that the requirements for an Expungement under N.J.S.A. 2C:52-1, *et seq.*, have been satisfied, **IT IS HEREBY ORDERED** that the following cases, not contained in the Order of March 02, 2023, are to be expunged and the entities listed below shall remove from their records all information relating to the petitioner in the following cases:

(1) Petitioner was arrested/taken into custody on 03/01/2019 for:
Promis/Gavel case details
PAS-19-030036-001 Passaic County
19-03-63433-1, W-2019-000010-1602
N.J.S.A. 2C:40-18C VIOLATION OF PUBLIC HEALTH & SAFETY-SIGNIFI BODY INJURY -
DEGREE 4

(2) Petitioner was arrested/taken into custody on 03/05/2019 for:
ACS case details
W-2019-000011-1602 Clifton City
N.J.S.A. 2C:29-9B(2) CONTEMPT - VIOLATE DOMESTIC VI - DEGREE D
N.J.S.A. 2C:40-18B VIOLATION OF PUBLIC HEALTH/SAF - DEGREE 3

*State Bureau of Identification (SBI) Page: 1 of 6

County PD

Amend Proposed Order – Amend Statuses

- After Proposed Amended Order submission, there will be a case jacket entry with attached document and email notification is sent to the original filer.

02/24/2023	[REDACTED], PEREZ	✉	PROSECUTOR RESPONSE - OBJECTION by JOHN SAMUEL MYERS of MIDDLESEX COUNTY PROSECUTOR'S OFFICE re: PROPOSED ORDER [XPN20233101]	XPN20233408	02/24/2023	900052020
02/24/2023	[REDACTED], PEREZ	📎	PROSECUTOR RESPONSE LETTER submitted by JOHN SAMUEL MYERS of MIDDLESEX COUNTY PROSECUTOR'S OFFICE re: PROPOSED ORDER [XPN20233101]	XPN20233409	02/24/2023	900052020
02/24/2023	[REDACTED], PEREZ	📎 ✉	ORDER GRANTED by JUDGE III, L CARTON of MIDDLESEX COUNTY CRIMINAL COURT re: PROPOSED ORDER [XPN20233101]	XPN20233415	02/24/2023	[REDACTED]
03/15/2023	[REDACTED], PEREZ	📎 ✉	PROPOSED AMENDED ORDER submitted by BRIAN WILLIAMS of MIDDLESEX COUNTY OFFICE OF THE PUBLIC DEFENDER	XPN20237089	03/15/2023	900042020

County PD

Amend Proposed Order – Amend Statuses

- Case status update for Recovery Court, Regular and Clean Slate expungements changes to **Amended Order Prosecutor Review** and for Marijuana and Marijuana expungements changes directly to **Amended Order Judicial Decision**
- If the Prosecutor objects/returns the petition back, the status will display as **Amended Order Petitioner Response**, a new case jacket entry will be added.
- A granted Amended Order will have the status **Amended Order Granted**
- If an amendment is denied by the court, it will revert to its previous granted status.
- An order can be amended multiple times.

XP-MID-23-000054	PEREZ	03/02/2023	Regular	Amended Order Prosecutor Review	05/02/2023	Objection
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> XP-MID-23-000025	PEREZ	02/08/2023	Marijuana	Amended Order Judicial Decision		
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> XP-MID-23-000048	PEREZ	02/24/2023	Clean Slate	Amended Order Petitioner Response	04/26/2023	Objection
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✓ XP-MID-23-000040	PEREZ	02/21/2023	Recovery Court	Amended Order Granted	04/24/2023	Open
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County PD – Amended Order Petitioner Response

- County PD can work on amended orders returned by prosecutors by clicking the open button

>	XP-MID-22-000264	[REDACTED]	[REDACTED]	09/16/2022	Regular	Response Amended Order Petitioner Response	11/16/2022	Objection	Open	⋮
>	XP-MID-22-000122	[REDACTED]	[REDACTED]	05/09/2022	Clean Slate	Amended Order Petitioner Response	05/10/2022		Open	⋮
>	XP-MID-22-000295	[REDACTED]	[REDACTED]	10/07/2022	Recovery Court	Amended Order Petitioner Response	12/07/2022		Open	⋮
>	XP-MID-23-000031	[REDACTED] PEREZ	[REDACTED]	02/14/2023	Regular	Amended Order Petitioner Response	04/17/2023	Objection	Open	⋮

County PD – Amended Order Petitioner Response

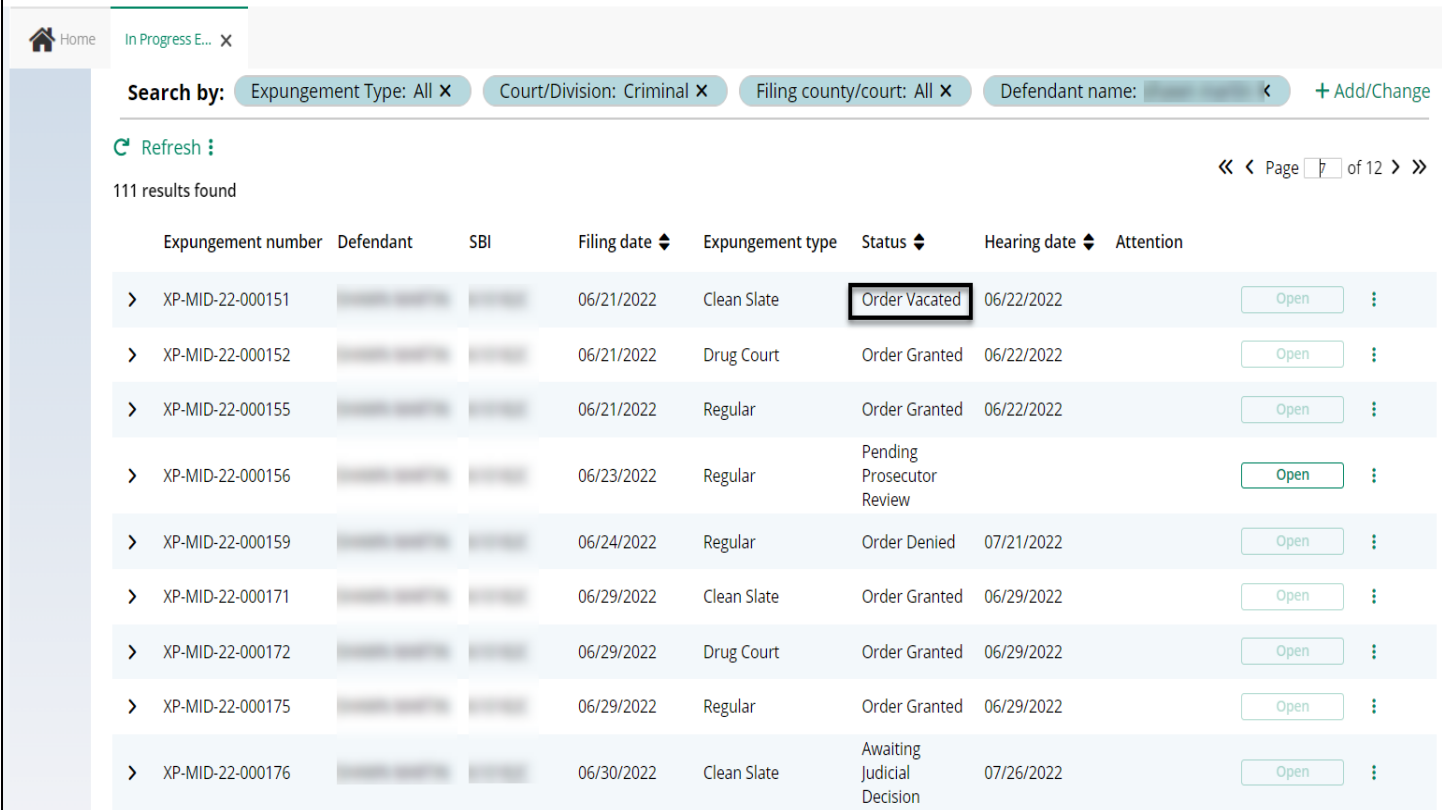
- The reason for the petition being returned can be viewed here.
- You can make any changes necessary and click submit.
- Once submitted, it will change to Amended Order Prosecutor Review and a case jacket entry will be added and an email will be sent to the petitioner if a self-represented litigant filed the original petition.

The screenshot displays the Expungement Portal interface. At the top, there are browser tabs for 'Home', 'In Progress E...', and 'Perez X'. The main header is 'Expungement Portal'. Below this, there are several sections:

- Defendant information:** A table with fields for Defendant name (PEREZ), Date of birth (02/29/2000), SBI, Alias, Address (NJ 08002), Contact number, and E-Mail.
- Quick Links:** A link for 'View Expungement Case Jacket'.
- Prosecutor response details:** A section with a message: 'Please review case/charge level response using the View Charges button'. Below this is a dropdown menu for 'Prosecutor's response - 02/22/2023' which is expanded to show 'return' and 'Submitted by Prosecutor: JOHN SAMUEL MYERS at 2/22/23 3:46 PM'. A red arrow points to this dropdown.
- Petition:** A section with tabs for 'Petition', 'Additional Cases', 'Case List', and 'Proposed Order'. Below the tabs is a table for 'Petition for expungement' with fields for Filer (Pro se), Expungement type (Regular), Court/Division (Criminal), and Filing county/court (MIDDLESEX).
- Related Links:** A row of links for 'Petition', 'Proposed Order', 'Prosecutor Response Letter', and 'Final Order'.

Order Vacated

- When the Court vacates an Order, the expungement case's status will be updated to **"Order Vacated."**
- The Order Vacated statuses will be overwritten when a new expungement order is submitted.



Home In Progress E... x

Search by: Expungement Type: All x Court/Division: Criminal x Filing county/court: All x Defendant name: [redacted] < + Add/Change

Refresh :

111 results found << < Page 7 of 12 >>

Expungement number	Defendant	SBI	Filing date	Expungement type	Status	Hearing date	Attention
> XP-MID-22-000151	[redacted]	[redacted]	06/21/2022	Clean Slate	Order Vacated	06/22/2022	Open
> XP-MID-22-000152	[redacted]	[redacted]	06/21/2022	Drug Court	Order Granted	06/22/2022	Open
> XP-MID-22-000155	[redacted]	[redacted]	06/21/2022	Regular	Order Granted	06/22/2022	Open
> XP-MID-22-000156	[redacted]	[redacted]	06/23/2022	Regular	Pending Prosecutor Review		Open
> XP-MID-22-000159	[redacted]	[redacted]	06/24/2022	Regular	Order Denied	07/21/2022	Open
> XP-MID-22-000171	[redacted]	[redacted]	06/29/2022	Clean Slate	Order Granted	06/29/2022	Open
> XP-MID-22-000172	[redacted]	[redacted]	06/29/2022	Drug Court	Order Granted	06/29/2022	Open
> XP-MID-22-000175	[redacted]	[redacted]	06/29/2022	Regular	Order Granted	06/29/2022	Open
> XP-MID-22-000176	[redacted]	[redacted]	06/30/2022	Clean Slate	Awaiting Judicial Decision	07/26/2022	Open

Technical Assistance

If you require technical assistance with the Expungement Portal, please contact the Help Desk:

Judiciary Help Desk: 609-421-6100

After Hours: 1-800-343-7002