



Fingerprint and Photograph Destruction Application

For non-convictions only, including Absolute and Conditional Discharge
The Youth Criminal Justice Act (YCJA) is clear on the retention and disclosure of youth records, therefore destruction requests for young persons will not be accepted. Applicants must be 18 years of age or older at the time of arrest.

Personal Information

Surname	First Name	Middle Name
Previous Surname(s)	Date of Birth (mandatory) (YYYY-MM-DD)	Gender
Mailing Address (include City, Province, Postal Code)		Phone Number
City	Province	Postal Code

Agent/Lawyer Information (if applicable)

Name	Name of Firm	
Mailing Address (include City, Province, Postal Code)	Phone Number	Fax Number
City	Province	Postal Code

Charges

Charge	Disposition	Final Court Date (YYYY-MM-DD)

Consent to Destroy Fingerprints, Photographs and Non-Conviction Dispositions

I hereby request Peel Regional Police to consider destroying my fingerprints, photographs and non-conviction disposition 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: Other records pertaining to your arrest(s) may exist. These documents will not be destroyed pursuant to your application for destruction of fingerprints and photographs.

CLOSURE OF FILE IS NOT GUARANTEED.

Signature:

Date (YYYY-MM-DD):

Reconsideration Process

An applicant will be notified in writing should their request for destruction be denied and supplied with the reason for refusal. The applicant has the right to request a review of this decision by submitting a written reconsideration request, within 60 days of the date of refusal, to the Records Inspector. Further information to support the reconsideration request must be submitted, along with any court transcripts considered appropriate to substantiate the applicant's position.

Consideration will be given to each reconsideration request. After balancing the evidence and circumstances, the Reconsideration Panel shall form an opinion with respect to the destruction. The applicant will be notified of the decision in writing.

Personal Information contained in this form is collected pursuant to the *Municipal Freedom of Information and Protection of Privacy Act, s. 28(2)* and the *Police Services Act, s. 41*, for the purpose of processing this request for the destruction of fingerprints, photographs and non-conviction dispositions.

NOTE: Destruction of fingerprints and photographs does not guarantee the applicant access to the United States – this is solely at the discretion of U.S. authorities. To obtain information on travel waivers and cross border travel, [logon to the Department of Homeland Security at www.DHS.gov](http://www.DHS.gov).

Please mail application form to:

Peel Regional Police
Court & Criminal Records
7150 Mississauga Road
Mississauga, ON L5N 8M5

PRP Office Use Only