

SAN FRANCISCO PUBLIC DEFENDER

JEFF ADACHI – PUBLIC DEFENDER
MATT GONZALEZ – CHIEF ATTORNEY



Clean Slate Program

How to Apply

STEP 1 – Get your San Francisco Criminal History (RAP sheet)

In Person: Get a **free** copy of your RAP sheet from the San Francisco Police Department ID Bureau at 850 Bryant St., Room 475, M-F from 8am-3pm. Bring a valid photo ID.

If you live outside the San Francisco Bay Area:

By Mail:

- Send \$5.00 cashier's check or money order,
 - A notarized request for your RAP sheet, including your name, any aliases, date of birth, and social security number,
 - A copy of your valid state ID, and
 - A self addressed stamped envelope.
- To:
SF Police Department
Attn: ID Bureau
850 Bryant St., Room 475
San Francisco, CA 94103

STEP 2 – Turn in your Clean Slate Application and RAP Sheet

You can get the Clean Slate Application from:

- The San Francisco Public Defender's Office, 555 7th Street, M-F 8am-5pm, or
- Online at www.sfpublicdefender.org, or
- By calling 415-553-9337 (leave your name and address clearly and we will mail an application to you).

Mail or drop off your completed application and a copy of your RAP sheet to:

**San Francisco Public Defender's Office,
555 7th Street, San Francisco, CA, 94103
Monday - Friday, 8am - 5pm**

Please keep a copy of everything you give us. We will contact you within 4 weeks.

WALK IN CLINICS			
Office of the Public Defender	555 7 th St., SF	Every Tuesday	9am-11am
Arriba Juntos	1850 Mission St., SF	2 nd and 4 th Monday	10:30am-12:30pm
Up From Darkness	1075 Fillmore St., SF	1 st Wednesday	3pm-5pm
Village Community Center	1099 Sunnyside Ave., SF	4 th Wednesday	3pm-5pm
Southeast Community College	1800 Oakdale Ave., SF	1 st and 3 rd Thursday	9am-11am

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Clean Slate Program

How We Can Help Clean Up Your Record

Dismiss Convictions

If you were convicted of a crime in San Francisco, we may be able to get your conviction/s dismissed. If you get a conviction dismissed, then on most job applications you can legally say you were not convicted of that crime. To qualify for a dismissal you have to finish serving your sentence, finish probation or parole, and you can't be currently charged with a crime. ***Be advised, even if your case is dismissed, potential employers may still be able to see the incident on your record, however, there will be a notation that says 'dismissed.'***

Seal and Destroy an Arrest Record

If you were wrongfully arrested in San Francisco, we may be able to get your arrest record sealed and destroyed. To qualify for sealing and destroying your arrest record you have to be innocent of the crimes you were arrested for, not convicted of those crimes, and make the request within 2 years of the arrest (unless there is a good reason for your delay). ***Once you submit your application, an attorney will review your case and contact you within 4 weeks.***

Obtain a Certificate of Rehabilitation

If you were sentenced to State Prison in California, you cannot get your conviction dismissed, but you may qualify for a Certificate of Rehabilitation. If you currently live in San Francisco, have been in California for the past five years and have been out of prison for at least 7 years, you may qualify for a Certificate of Rehabilitation. ***Once you submit your application, an attorney will review your case and contact you within 4 weeks.***

End Probation Early

If you are still on probation, we may be able to end your probation early if you have a very good reason for making the request.

Reduce a Felony to a Misdemeanor

If you were convicted of a felony and had an agreement that your case will be reduced to a misdemeanor, we may be able to help you.

March 2012

Adult Division - HOJ
555 Seventh Street
San Francisco, CA 94103
P: 415.553.1671
F: 415.553.9810
www.sfpdpublicdefender.org

Juvenile Division - YGC
375 Woodside Avenue, Rm. 118
San Francisco, CA 94127
P: 415.753.7601
F: 415.566.3030

Juvenile Division - JJC
258A Laguna Honda Blvd.
San Francisco, CA 94116
P: 415.753.8174
F: 415.753.8175

Clean Slate
P: 415.553.9337
www.sfpdpublicdefender.org/services

Community Justice Center
P: 415.202.2832
F: 415.563.8506

Bayview Magic
P: 415.558.2428
www.bayviewmagic.org

MoMagic
P: 415.563.5207
www.momagic.org

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Clean Slate Program Application

The information you give us is **CONFIDENTIAL**. *Please answer every question completely.*

Date	Last Name	First Name	MI
Social Security Number	Driver's License #	Date of Birth	U.S. Citizen? <input type="checkbox"/> No <input type="checkbox"/> Yes
Mailing Address: Street		City	State Zip
			May we send you mail at this address? <input type="checkbox"/> No <input type="checkbox"/> Yes
Phone Number/s: Cell	Home	Work	Other
			May we leave voice messages about your case at these numbers? <input type="checkbox"/> No <input type="checkbox"/> Yes
Email Address			
Are you currently...		On probation or parole?	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Serving a sentence?	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Charged with a crime?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If you are on probation, where and until when?			
Have you EVER been arrested or convicted of a crime OUTSIDE of San Francisco?			<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, list all the dates:			
			Are you currently employed? <input type="checkbox"/> Yes <input type="checkbox"/> No
What is your monthly income? \$ _____			<input type="checkbox"/>
What is your total monthly expense for essential needs? \$ _____ (e.g. rent, groceries, utilities, medical expenses, childcare expenses, etc.)			
How did you hear about the Clean Slate Program?			