

Court Service Center

New Hampshire District Courts

Annulment of Criminal Records

General information:

- You may petition the court to annul a criminal charge or conviction. Generally speaking, you may file a petition for violation level offenses one year after the terms of your sentence have been completed, and for misdemeanors, three years. If a charge was dismissed or resulted in a not guilty finding, you may petition the court immediately.
- Refer to RSA 651:5 and District Court Rule 2.18 for more information regarding eligibility, timeframes, and the annulment process.
- You must file a separate petition for each charge you want annulled. Multiple charges/cases cannot be entered on one form.

Forms listed below are needed to start this action:

- Petition to Annul Record (NHJB-2317-DS)

Other items that may be needed:

- Photo identification is required if you want court staff take your oath on the petition.
- You may request a computer case summary from the court to assist in filling out the petition.

Information needed to fill out the petition:

- Your name, address, phone number, DOB, and Social Security Number.
- Case number, offense, offense date, RSA violated, date of conviction, date sentence completed, and disposition/description of sentence.

How much will this cost?

- Filing fee of **\$50.00**. This covers multiple cases if the petitions are filed at the same time.
- The Department of Corrections will also charge **\$100.00** to perform a criminal investigation. This fee is paid directly to them, not the court. They will notify you by letter when it is due.

What happens next?

- Your petition is mailed to the Department of Corrections (DOC) and other law enforcement agencies who review it and make a recommendation to the Court.
- The DOC will contact you to fill out a questionnaire. The Court will not take action on the petition until the DOC files their report, so a prompt response expedites the whole process.
- In most cases, you will be notified by mail of the Court's decision. In some instances, a hearing may be scheduled prior to making a decision.
- The annulment process is lengthy; do not expect an immediate answer. It can take several months for the Court to grant or deny your petition. Plan ahead if this affects a job opportunity.

Forms and Instructions are available at any NH District Court

Additional information can be found at:

www.courts.state.nh.us