

MUNICIPAL AND TRAFFIC COURT OF NEW ORLEANS
EXPUNGEMENT CHECKLIST FOR DWI CONVICTIONS

BY LAW, THE CLERK OF COURT SHALL NOT PROVIDE LEGAL ADVICE ON
HOW TO PREPARE LEGAL DOCUMENTS.
IF YOU ARE UNABLE TO COMPLETE PRO SE, PLEASE CONSULT WITH AN
ATTORNEY

REQUIRED AT FILING

___ CRIMINAL BACKGROUND CHECK FROM LOCAL LAW ENFORCEMENT AGENCY
OR LOUISIANA STATE POLICE (DATED WITHIN 60 DAYS)

___ CERTIFICATION LETTER ISSUED IN ACCORDANCE WITH LA-C.Cr.P. Art. 983
FROM THE DISTRICT ATTORNEY'S OFFICE (For convictions that have not been set
aside AND more than five years has elapsed since the person completed any
sentence, deferred adjudication, or period of probation or parole)

___ COMPLETED EXPUNGEMENT PACKET jaclouisiana.org/expungements

___ \$250.00 MONEY ORDER PAYABLE TO THE LOUISIANA STATE POLICE

___ \$200.00 MONEY ORDER PAYABLE TO THE CITY OF NEW ORLEANS

___ \$50.00 MONEY ORDER PAYABLE TO THE ORLEANS PARISH DISTRICT
ATTORNEY

___ \$50.00 MONEY ORDER PAYABLE TO THE ORLEANS PARISH SHERIFF'S OFFICE

___ \$50.00 MONEY ORDER PAYABLE TO THE DEPARTMENT OF MOTOR VEHICLES
(to satisfy C.Cr.P. 984)

___ FINGERPRINTS OF THE DEFENDANT (to satisfy C.Cr.P. 984)