

**City Court of Sulphur
802 S. Huntington
Sulphur, Louisiana 70663
337-527-7006**

*******NOTICE*******

You have been sentenced on your **Misdemeanor under Article 894.** ONE YEAR FROM TODAY, if you have stayed out of trouble, paid all of your fines, completed all court ordered programs, and no bench warrants have been issued against you, you will need to provide the following items to this Court in order to obtain your Judgment of Acquittal:

1. A written request to have the conviction taken off of your record.
2. \$75.00 money order made payable to Sulphur City Court to cover postage for mailing and processing your acquittal.
3. A certified copy of your driving record from your local Office of Motor Vehicles. (Please note: A fee will be charged)
4. **TWO** certified copies of your fingerprints (all 10 fingers) obtained at your local law enforcement agency. (Please note: A fee will be charged)
5. A \$250.00 money order made payable to the Office of Louisiana State Police, Expungement Unit.
6. A \$50.00 money order made payable to Calcasieu Parish Sheriff Office.
7. A \$50.00 money order made payable to Calcasieu Parish District Attorney.

**NOTICE: 2009 CHANGES IN THE LAWS MAY EFFECT
THE FEES THAT WILL HAVE TO BE PAID. CALL 337-
527-7006 AND ASK FOR MARGARET BEFORE
PURCHASING ANY MONEY ORDERS.**


Deputy Clerk

Defendant's Signature

Address

City & State

Phone Number

Date

Have you applied for an Article 894 in the last 5 years with any court?
in the United States? _____

Yes No