

TO: Circuit Court Clerks
FROM: Kelly Stephens, Deputy General Counsel
DATE: February 24, 2010

IMPORTANT INFORMATION!!

PLEASE COPY THIS LETTER AND DISTRIBUTE TO EACH DEPUTY IN YOUR OFFICE.

THIS LETTER SERVES AS AN "INDEX" TO THE UPDATED SECTIONS OF THE MANUAL. THIS LETTER DOES NOT INCLUDE THE UPDATE IN ITS ENTIRETY; THEREFORE, IT IS VERY IMPORTANT AND NECESSARY THAT YOU AND YOUR EMPLOYEES GO TO EACH SECTION OF THE MANUAL SET OUT IN THIS LETTER AND REVIEW CHANGES/MODIFICATIONS. PLEASE DIRECT ANY QUESTIONS REGARDING THESE UPDATES TO CLERK SERVICES AND/OR THE OFFICE OF GENERAL COUNSEL AT THE AOC.

1. Amending "Expungement of Misdemeanor and Violation Convictions" chapter.

Amended to require a fee for each case, as opposed to each charge, sought to be expunged. This amendment brings the Circuit Court Clerk's Manual into compliance with KRS 431.078(5). Paragraph 1.d. now reads as follows:

- d) Collect a fee from the petitioner/movant FOR EACH CASE SOUGHT TO BE EXPUNGED as set forth in the Fees and Costs section of this manual and give a receipt. If charge(s) requested to be expunged is in a circuit criminal case, only collect one fee. (See paragraph 6b).

2. Amending "Fees and Costs" chapter.

Amended to require an expungement fee of \$100.00 per case, as opposed to per charge, for misdemeanor/violation convictions. This amendment brings the Circuit Court Clerk's Manual into compliance with KRS 431.078(5). Paragraph 2.b. now reads as follows:

- b) Expungement Fee (misdemeanor/violation conviction)
 - \$100.00 per case (effective 7/1/08)
 - Expungement Fee (no conviction)
 - None.

Please feel free to contact me if you have any questions.