



Scottsdale City Court • 3700 N 75th Street Scottsdale, AZ 85251 • (480) 312-2442

Fax: (480) 312-2764 • court@scottsdaleaz.gov • www.ScottsdaleAZ.gov/Court
ORI: AZ007111J • Maricopa County, Arizona

Application to Set Aside Conviction (FOR CRIMINAL CONVICTIONS ONLY)

In accordance with Arizona Revised Statute (A.R.S.) §13-905, this application may be submitted to the Court for review of a criminal conviction. The application may be submitted once the person convicted of the criminal offense has fulfilled the conditions of probation or sentence and discharge by the Court. If the Judge grants the application, the judgment of guilt is set aside and reported to the Motor Vehicle Division and/or the Department of Public Safety in accordance with the statute.

Criminal convictions that are not eligible:

Not all criminal offenses are eligible to be set aside. Examples include: dangerous offenses, offenses which the person is required or ordered by the Court to register pursuant to section 13-3821, offenses which have a finding of sexual motivation pursuant to section 13-118, an offense in which the victim is a minor under fifteen years of age. For a complete review of non-eligible charges please review A.R.S. §13-905(N).

It is the applicant's responsibility to ensure the Prosecutor's office receives a copy of your filing. After the opposing party has had an opportunity to review your motion and respond, the Judge will review and rule within 2-3 weeks.

Instructions for filing form

- 1) Complete all necessary information on the form.
- 2) Save the form and file it with the Court.

If filing by email:

Attach the completed form and send to court@scottsdaleaz.gov.

Only Word and PDF documents will be accepted. Photos (.jpeg or other photo files) will not be accepted.

If filing by fax:

Fax the completed form to Scottsdale City Court at (480) 312-2764.

If filing by mail:

Mail the completed form to Scottsdale City Court, 3700 North 75th Street, Scottsdale, Arizona 85251.

If filing in person:

Bring the completed form to the Court, take a number in the lobby and wait for a Clerk to assist you or you may place your filing in the drop box.

It is the filer's responsibility to ensure the Court is in receipt of your filing. All responses will be sent via USPS mail to the last address on file.



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| <p>STATE OF ARIZONA</p> <p>VS.</p> <p>_____</p> | <p>Case#</p> <p>_____</p> <p>Complaint#</p> <p>_____</p> | |
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APPLICATION TO SET ASIDE JUDGMENT
(CRIMINAL CONVICTIONS ONLY)

This application is made in conformance with the Arizona Revised Statutes and is addressed to the judge who pronounced sentence or imposed probation or said judge's successor.

Applicant _____ Address _____ Apt# _____

City/State/Zip _____ Telephone _____

Applicant is: Defendant Attorney for Defendant

Date of Violation/Arrest: _____ Date of Conviction: _____ Defendant's Date of Birth: _____

Charges/Offense(s): _____

Sentence Imposed: _____

The undersigned states that Defendant has fulfilled the conditions of probation or sentence and was discharged by the Court.

Defendant in connection with the above-captioned case, prays as follows, THAT:

1. The judgment of guilt be set aside.
2. That citation or complaint against the defendant be dismissed.
3. Defendant be released from all penalties and disabilities resulting from the conviction, EXCEPT that the conviction may be pleaded and proved in any subsequent prosecution of Defendant for any offense as if the judgment of guilt had not been set aside.

DATED: _____
_____ *Defendant/Attorney for Defendant*

AUTHORIZED: _____
Defendant