

Notice of Expungement Eligibility

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

To Whom It May Concern,

I am writing to formally notify you of my eligibility for expungement regarding the criminal record associated with the case number [Insert Case Number].

According to the applicable laws in [State], I have met the necessary criteria for expungement, including:

- No pending charges
- Completion of sentence
- Time elapsed since conviction

Enclosed with this letter are the documents supporting my eligibility:

- Copy of my criminal record
- Proof of completion of sentence
- Any other relevant documents

I am requesting a review of my case and look forward to your prompt response.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]