

Expungement of historical offences application form



Private and confidential

The information we collect will help us locate the official records. We understand that these matters took place a long time ago and that you may not remember a lot of detail. Please complete the application form as best you can. Providing your name, date of birth and address will be sufficient to initiate the investigative process.

We understand that it may be distressing to recall past events during the application process. Contact details for support services and legal assistance with making an application can be found on the [support services page](#) of our website.

I am making this application

For myself (You do not need to complete part 2)

On behalf of a deceased person (Please complete all sections)

On behalf of a person who lacks legal capacity to make an application
(Please complete all sections)

➔ Part 1 Applicant details

Provide details of the person applying to have their charge/s expunged.

Given names

Surname

Former name/s

Gender

Date of birth

Place of birth

Current residential address

Current postal address (if different from above)

Phone number

Email address

Part 2 Appropriate representative

You only need to complete part 2 if you are applying on behalf of a deceased person or on behalf of an applicant who lacks legal capacity to make an application.

Relationship to the applicant (listed in order of priority)

Spouse

Son or daughter (18 years of age or over)

Parent

Sibling (18 years of age or over)

Niece or nephew (18 years of age or over)

Legal personal representative

Other (provide details of your relationship)

Given this order of priority, explain why you are the appropriate representative to make this application. For example, if you are the parent of the applicant you should explain why a son, daughter or spouse is not available to make the application.

Documentation to confirm the relationship to the applicant should be provided if possible. This may include a marriage certificate (or details such as place or date of marriage), registration of a relationship, birth certificate or legal documentation.

Given names

Surname

Address

Phone number

Email address

Part 3 How would you like us to contact you?

Email

Telephone

Mail

Other (provide details below)

Part 4 Historical offences

Provide details of the historical offences as best you can. This information will help locate the official records and other persons involved.

Offence 1

Date of charge

Applicant's name at time of charge

Date of conviction (if applicable)

Court (if applicable)

Name of any other person involved (if applicable)

Contact details for any other person involved (if known)

Offence 2

Date of charge

Applicant's name at time of charge

Date of conviction (if applicable)

Court (if applicable)

Name of any other person involved (if applicable)

Contact details for any other person involved (if known)

Offence 3

Date of charge

Applicant's name at time of charge

Date of conviction (if applicable)

Court (if applicable)

Name of any other person involved (if applicable)

Contact details for any other person involved (if known)

Offence 4

Date of charge

Applicant's name at time of charge

Date of conviction (if applicable)

Court (if applicable)

Name of any other person involved (if applicable)

Contact details for any other person involved (if known)

Please note:

Additional pages may be added if required.

Part 5 Confirmation of identity

Confirmation of identity is required for the applicant (or for the appropriate representative if applying for the applicant).

You can confirm your identity by attaching a certified copy of an Australian driver's licence with your correct name and address details. The licence can be expired for up to two years.

Alternatively, you can attach certified copies of three other documents that confirm your name and address. The website www.ehos.tas.gov.au has details of acceptable combinations of documents, and how to obtain a certified copy.

→ Part 6 Consent and declaration

I give my consent to the following:

- the Secretary and officers of the Department of Justice (the Department requesting and checking criminal history and any other information that may be relevant in determining this application on my behalf or on behalf of the person I am applying for.
- employees or contractors of the agencies and courts listed below disclosing and releasing any records held by them relating to me (if applying in person) or the person who is the subject of this application (if applying on behalf of another), to the Secretary and officers of the Department about the facts and circumstances surrounding the charge, investigation, arrest, detention, prosecution, court hearing, court findings, sentence or other relevant information relating to any offences that may be subject of this application.
 - Any Tasmanian Court
 - Tasmania Police
 - The Director of Public Prosecutions
 - The Registry of Births, Deaths and Marriages
 - Tasmanian Archive and Heritage Office
 - Any other government agency
- information relevant to this application being provided to the Secretary and officers of the Department for the purpose of assessment of this application.

I declare that:

- I am the available person with the relationship highest in the order of priority of section 6(3) of the Expungement of Historical Offences Act 2017 (if applying in respect of a person that has died or lacks legal capacity to make an application)
- all of the information provided as part of this application is true, complete and correct to the best of my knowledge.

Name

Signature

Date

Supporting documents

The following supporting documents should be attached to your application

- Proof of identity documents (mandatory)
- Documents supporting the relationship of the appropriate representative to the applicant (if relevant)
- Statements or documents relating to the charge (if available)

More information

Information on the application process and the scheme is available at:

www.ehos.tas.gov.au

You can also phone 1300 156 545 or email or write to the address below

Submitting your application

Completed application forms, along with supporting documents, can be submitted by:

Email: ehos@justice.tas.gov.au

Post: Private and Confidential,
EHOS Unit,
PO Box 56
Rosny Park TAS 7018

Applications can also be completed online at www.ehos.tas.gov.au