



Application for Fingerprint and Photograph Destruction

PERSONAL INFORMATION				
Surname* Mandatory	First Name* Mandatory	Middle Name		
Surname (at time of arrest)* Mandatory	First Name (at time of arrest)* Mandatory	Middle Name (at time of arrest)		
Other names used or known by:				
Contact Telephone Number	Date of Birth	Year * Mandatory	Month * Mandatory	Day * Mandatory
Mailing Address * All address fields are Mandatory <small>*Response will be sent to address written here*</small>	Number/Unit & Street Name	City/Town	Province	Postal Code
AGENT/LAWYER INFORMATION (IF APPLICATION MADE BY AGENT/LAWYER)				
Surname	First Name	Contact Telephone Number		
Address	Number/Unit	Street	City/Town	Postal Code
Prov.				
CHARGES				
File # * Mandatory	Final Court Date	Court Location	Charges	Disposition
<p>In order to apply for fingerprint and photograph destruction please ensure you meet all of the following criteria:</p> <ul style="list-style-type: none"> • Have no criminal convictions with any police service • Have no outstanding charges before courts • Have not been the subject of any Peace Bond, Emergency Protection Order, or have had a Stay of Proceedings within the last 12 months <p>The application cannot be made:</p> <ul style="list-style-type: none"> • Within one year of an Absolute Discharge • Within three years of a Conditional Discharge • Within one year of a stay of proceedings (other than a judicial stay) <p>Please note: Fingerprint and photograph destruction cannot be guaranteed with this application. It is our procedure to deny destruction if there are any mitigating circumstances — such as risk to public safety, charges of a serious nature, or if the applicant is part of an ongoing investigation. Additionally, a non-conviction record will be retained for a minimum of five years in cases involving: treason or high treason, potential terrorist activity, first- or second-degree murder, manslaughter, aggravated assault, or sexually based offences. There is a 30 day waiting period from the date of disposition (completed in court) before you can submit an application. The waiting period is to ensure all documents are processed and accessible.</p>				
CONSENT TO DESTROY FINGERPRINTS, PHOTOGRAPHS AND NON-CONVICTION DISPOSITIONS				
<p>I hereby request that the Royal Newfoundland Constabulary consider destroying my fingerprints and photographs related to the charges listed above. I acknowledge that I will be notified in writing (sent to the address provided above) when a decision has been made, and when the destruction process has been completed.</p> <p>I hereby consent to a search of your records to determine if there are any criminal convictions, or criminal findings of guilt, related to me held within your records. I hereby acknowledge that the police service cannot guarantee that a search for criminal records and criminal findings of guilt will capture every conviction or finding of guilt. I further acknowledge I am aware that although the police service exercises best efforts to ensure that search results are accurate, errors or omissions may occur.</p> <p>In making this application, I agree to allow the Police Service to extend the search to include current investigations and present and or pending charges. I consent to a search being made in the automated criminal records retrieval system maintained by the Royal Canadian Mounted Police.</p> <p>Note: There is no obligation for the RNC to destroy fingerprints and photographs for non-convictions, and applications will be assessed on a case-by-case basis. A fingerprint and photograph destruction does not remove the event from the RNC database. All investigative files are maintained in accordance with our Records Classification and Retention Schedule.</p> <p>Date _____, 20____ Signature _____ Check box if lawyer signed on client's behalf <input type="checkbox"/></p>				
<p><i>Privacy Statement: The personal information collected in this form will be used only for the administration of those programs provided by the Government of Newfoundland and Labrador for which the supplier is a participant. This information is being collected in accordance with section 61(c) of the Access to Information and Protection of Privacy Act, 2015 (ATIPPA, 2015). All information provided will be maintained in a secure manner and confidentiality will be protected, as required by the ATIPPA, 2015. For questions or comments related to the protection of your personal privacy, please e-mail RNCATIPP@rnc.gov.nl.ca.</i></p>				

Request can be submitted by:

- Clicking submit below (this will attach form to an email through the email program you use on your computer then you just click send: Gmail, Hotmail, etc.)
- Completing and emailing form to: RNCIdent@rnc.gov.nl.ca
- Delivering form to your local station
- Sending form by mail to: Royal Newfoundland Constabulary, Fingerprinting Section, 1 Fort Townshend, St. John's, NL A1C2G2



Destruction of Fingerprints and Photograph Application

FOR POLICE USE ONLY

Action	Processed by	Date (year/month/day)
Application received by fingerprinting		
Application received by Information Services		
Information Services checks:		
Any criminal conviction on file <input type="checkbox"/> Yes <input type="checkbox"/> No		
Any outstanding charges before the courts <input type="checkbox"/> Yes <input type="checkbox"/> No		
Any ongoing investigation <input type="checkbox"/> Yes <input type="checkbox"/> No		
Peace Bond within the last year <input type="checkbox"/> Yes <input type="checkbox"/> No		
EPO within the last year <input type="checkbox"/> Yes <input type="checkbox"/> No		
Stay of proceedings within the last year <input type="checkbox"/> Yes <input type="checkbox"/> No		
Less than one year since an absolute discharge <input type="checkbox"/> Yes <input type="checkbox"/> No		
Less than three years since a conditional discharge <input type="checkbox"/> Yes <input type="checkbox"/> No		
Five years since a <u>non-conviction</u> for: treason or high treason, potential terrorist activity, first or second-degree murder, manslaughter, aggravated assault, or sexually based offences <input type="checkbox"/> Yes <input type="checkbox"/> No		
Application received by fingerprinting office		
If all No above, application sent to RCMP		
If any Yes above, request denied		
Results letter sent to: <input type="checkbox"/> Applicant <input type="checkbox"/> Lawyer/agent		
Application package purged		
Processing Notes:		