

Directions for completing a Petition for Dismissal CR-180

- A. Enter your name, mailing address, and telephone number. If you are represented by an attorney include your attorney's name in the appropriate space or write Pro Per. Pro Per means that you are representing yourself in this petition.
- B. Write your name as it appears in the court computer system under "Defendant" and your date of birth.
- C. Write the case number of the conviction you're requesting to dismiss/expunge. (One case number per form)

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1. In the first blank, enter the date of your conviction (date plea was entered or found guilty).
 2. Complete the violation section of the form by listing each offense that you were convicted of.

Code Example: Penal Code, Vehicle Code

Section Example: 20001, 23152

NOTE: If the offense that you were convicted of was a felony, a court appearance is required. If you need assistance contact your attorney or the Public Defender's Office.

3. The following step requires you to check box number 2, 3, or 4, depending on the sentence you served.

NOTE: If you were convicted of a violation listed below, you are **required** to submit a Declaration with your petition.

- VC 20001 or 20002
- VC 23152 or 23153
- PC 191.5(b) or 192(c)
- VC 2800.2 or 2800.3
- VC 21651(b)
- VC 22348(b)
- VC 23109(a), 23109(c) or 23109.1
- VC 31602
- VC 23140(a) or 23140(b)
- VC 14601, 14601.1, 14601.2, 14601.3 or 14601.5
- Any count of reckless driving

Check box number 2 if probation was granted in your case. Then check box a, b, or c, depending on which best describes the sentence you served. If you check box c you must attach a completed Declaration such as form MC-031, to explain why granting a dismissal would be in the interests of justice.

Check box number 3 if probation was not granted in your case. Check box a or b depending on which best describes your situation. If you check box b, you must attach a Declaration. You can use form MC-031, to explain why granting a dismissal would be in the interests of justice.

Check box number 4 if you were sentenced under Penal Code section 1170(h)(5). Check box a or b depending on which best describes the sentence you served. If you check box number 4 you must attach a Declaration. You can use form MC-031, to explain why granting a dismissal would be in the interests of justice.

NOTE: Only violations listed under Penal Code section 17(b) can be reduced to a misdemeanor.

4. Carefully read the last paragraph and check the appropriate box.
 - If you selected box number 2, select 1203.4
 - If you selected box number 3, select 1203.4a
 - If you selected box number 4, select 1203.41

Sign and date the form. This should be done in blue ink to help identify the form as the original. Enter your address on the bottom lines and submit the form to the Ventura Superior Court Criminal-Traffic Department at 800 South Victoria Avenue, Hall of Justice Room 118, Ventura, Ca. 93009.