

# SAN FRANCISCO PUBLIC DEFENDER

JEFF ADACHI – PUBLIC DEFENDER  
MATT GONZALEZ – CHIEF ATTORNEY



## Clean Slate Program: How to Apply

### STEP 1: Get your San Francisco Criminal History (SF RAP sheet)

Visit the SF Police Department ID Bureau at **850 Bryant St., Room 475**, M-F from 8am-3pm. The RAP sheet is free. Bring a valid photo ID.

OR

Mail (1) a notarized request for your RAP sheet including your name, any aliases, date of birth, and social security number, (2) a copy of your valid state ID, and (3) a self addressed stamped envelope to: SF Police Department, ID Bureau, 850 Bryant St., Room 475, San Francisco, CA 94103.

### STEP 2: Fill out a Clean Slate Application

Visit us in person at 555 7th Street, M-F 8am-5pm or at a **Walk-in Clinic** below.

OR

Visit us online at [www.sfpUBLICDEFENDER.org](http://www.sfpUBLICDEFENDER.org).

OR

Call us at **415-553-9337**. Leave a message with your name and address.

### STEP 3: Turn in your Application and RAP Sheet

Visit us in person at 555 7th Street, M-F 8am-5pm or at a Walk-in Clinic below.

OR

Mail your Application and Rap Sheet to:

**San Francisco Public Defender's Office,  
555 7<sup>th</sup> Street, San Francisco, CA, 94103**

Please **keep a copy** of everything you give us. We will contact you **by mail** within 4 weeks. Let us know if you **change your address** or phone number.

WALK-IN CLINICS			
Office of the Public Defender	555 7 <sup>th</sup> St.	Every Tuesday	9am-11am
Community Justice Center	555 Polk St. 2nd Floor	2 <sup>nd</sup> Wednesday	2pm -4pm
Arriba Juntos (Se habla Español)	1850 Mission St.	4 <sup>th</sup> Monday	10:30am-12:30pm
Ella Hill Hutch Community Center	1050 McAllister St.	1 <sup>st</sup> Thursday	9am-11am
Village Community Center	1099 Sunnydale Ave.	4 <sup>th</sup> Wednesday	9am-11am
Southeast Community College	1800 Oakdale Ave.	3 <sup>rd</sup> Thursday	9am-11am



## Clean Slate Program: How We Can Help

- Dismiss Convictions**

If you were convicted of a crime **in San Francisco** and put on probation for that crime, we may be able to get that conviction dismissed. If you get a conviction dismissed, then on most job applications you can legally say you were not convicted of that crime. To qualify for a dismissal you **cannot** be (1) serving a sentence, (2) on probation or parole, or (3) currently charged with a crime. Even if your case is dismissed, employers may still be able to see the incident on your record, however, there will be a notation that says ‘dismissed.’
- Obtain a Certificate of Rehabilitation**

If you were convicted of a crime **in San Francisco** and you were sentenced to State Prison for that crime, we cannot get that conviction dismissed, but we may be able to get you a Certificate of Rehabilitation. If (1) you currently **live in San Francisco**, (2) have been in California for the past five years and (3) have been out of custody for at least seven years, you may qualify for a Certificate of Rehabilitation.
- Reduce some Felonies to Misdemeanors**

If you were convicted of a felony “wobbler”, we may be able to reduce that felony to a misdemeanor.
- End Probation Early**

If you are on probation in San Francisco, we may be able to end your probation early.
- Seal and Destroy some Arrest Records**

If you were wrongfully stopped or arrested in San Francisco, we may be able to get your detention or arrest record sealed and destroyed. To qualify for sealing and destroying your arrest record you have to (1) be able to prove you are innocent of the crimes you were arrested for, (2) not be convicted of those crimes, and (3) **make the request within two years of the arrest** (unless there is a good reason for your delay).

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**Adult Division - HOJ**  
555 Seventh Street  
San Francisco, CA 94103  
P: 415.553.1671  
F: 415.553.9810  
[www.sfpublicdefender.org](http://www.sfpublicdefender.org)

**Juvenile Division - YGC**  
375 Woodside Avenue, Rm. 118  
San Francisco, CA 94127  
P: 415.753.7601  
F: 415.566.3030

**Juvenile Division - JJC**  
258A Laguna Honda Blvd.  
San Francisco, CA 94116  
P: 415.753.8174  
F: 415.753.8175

**Clean Slate**  
P: 415.553.9337  
[www.sfpublicdefender.org/services](http://www.sfpublicdefender.org/services)

**Community Justice Center**  
P: 415.202.2832  
F: 415.563.8506

**Bayview Magic**  
P: 415.558.2428  
[www.bayviewmagic.org](http://www.bayviewmagic.org)

**MoMagic**  
P: 415.563.5207  
[www.momagic.org](http://www.momagic.org)

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## Clean Slate Program & Prop. 47 Application

The information you give us is **CONFIDENTIAL**. Please answer every question completely.

Date	Last Name	First Name		MI
Social Security Number	Driver's License #	Date of Birth	U.S. Citizen? <input type="checkbox"/> No <input type="checkbox"/> Yes	
Mailing Address: Street		City	State	Zip
				May we send you mail at this address? <input type="checkbox"/> No <input type="checkbox"/> Yes
Phone Number/s: Cell	Home	Work	Other	
				May we leave voice messages about your case at these numbers? <input type="checkbox"/> No <input type="checkbox"/> Yes
Email Address				
Are you currently...		On probation or parole?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
		Serving a sentence?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
		Charged with a crime?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If you are on probation, where and until when?				
Have you EVER been arrested or convicted of a crime OUTSIDE of San Francisco?			<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, list all the dates:				
				Are you currently employed? <input type="checkbox"/> Yes <input type="checkbox"/> No
What is your monthly income? \$ _____				
What is your total monthly expense for essential needs? \$ _____ (e.g. rent, groceries, utilities, medical expenses, childcare expenses, etc.)				
How did you hear about the Clean Slate Program?				