

STEPS TO REQUEST JUVENILE RECORDS

1. Go to one of the Courts listed on the locations to request juvenile records sheet to submit your Petition to Obtain Report (sample document attached). Make sure your name, address and telephone number are legible.
2. The Court will review your request and respond to you in writing. If approved go to step 3.
3. Bring your approved Petition to Obtain Report to the Oakland Police Department Records Division, located at 455 7th Street, 3rd Floor Room 306. Hours of operation are Monday-Friday from 8:00 AM-3:00 PM.
4. You will be contacted via the telephone number you listed on your Petition when your report is ready for pick up.

LOCATIONS TO REQUEST JUVENILE RECORDS

OAKLAND, CA

RENE C. DAVIDSON COURTHOUSE

1225 FALLON ST, 1ST FLOOR

OAKLAND, CA 94612

Phone: (510) 618-1106

SAN LEANDRO , CA

SAN LEANDRO JUVENILE JUSTICE CENTER

2500 FAIRMOUNT DR, SUITE C3013

SAN LEANDRO, CA 94578

PHONE: Same as above

ATTORNEY OR PARTY WITHOUT ATTORNEY (Name, State Bar number, and address): <div style="display: flex; justify-content: space-between;"> <div>TELEPHONE NO.:</div> <div>FAX NO. (Optional):</div> </div> <div style="display: flex; justify-content: space-between;"> <div>E-MAIL ADDRESS (Optional):</div> <div></div> </div> <div style="display: flex; justify-content: space-between;"> <div>ATTORNEY FOR (Name):</div> <div></div> </div>	FOR COURT USE ONLY
SUPERIOR COURT OF CALIFORNIA, COUNTY OF STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
CHILD'S NAME: CHILD'S DATE OF BIRTH:	CASE NUMBER:
PETITION TO OBTAIN REPORT OF LAW ENFORCEMENT AGENCY	
1. Petitioner's name and address (If representing another person, organization, or agency, provide names and addresses):	
2. Petitioner's relationship to child (if any):	
3. Police department or law enforcement agency possessing records: Report number:	
4. The reasons for this request are: (Describe in detail. Attach additional pages if necessary.) <div style="display: flex; align-items: center;"> <input type="checkbox"/> Continued in Attachment 4. </div>	
5. <input type="checkbox"/> The Notice to Child and Parent/Guardian Re: Release of Juvenile Police Records and Objections (form JV-580) was served on the <input type="checkbox"/> child or <input type="checkbox"/> parent on (date):	

I declare under penalty of perjury under the laws of the State of California that the foregoing and all attachments are true and correct.

Date:

(TYPE OR PRINT NAME)

(SIGNATURE OF PETITIONER)

Number of pages attached: _____

☐ PETITION GRANTED ☐ PETITION DENIED
☐ ADDITIONAL ORDERS:

Date:

JUDICIAL OFFICER

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