SP 4-170 (10-2025)

PENNSYLVANIA STATE POLICE

REQUEST FOR INDIVIDUAL ACCESS AND REVIEW

NOT FOR EMPLOYMENT PURPOSES

This form is to be completed in ink by the requester – (information will be mailed to the requester only). If this form is not legible or not properly completed, it will be returned unprocessed to the requester. *A response may take three months or longer.*

REQUESTER NAME	
ADDRESS	
CITY/STATE/ ZIP CODE	
TELEPHONE NO. (AREA CODE)	

FOR CENTRAL REPOSITORY USE ONLY
CONTROL NUMBER

AFTER COMPLETION MAIL TO:

PENNSYLVANIA STATE POLICE
CENTRAL REPOSITORY – RCPU
1800 ELMERTON AVENUE
HARRISBURG, PA 17110-9758

ENCLOSE A CERTIFIED CHECK/MONEY ORDER IN THE AMOUNT OF $20.00, PAYABLE TO: "*COMMONWEALTH OF PENNSYLVANIA*"

THE FEE IS NONREFUNDABLE
DO NOT SEND CASH OR PERSONAL CHECK

(FIRST)	(MIDDLE)	(LAST)		
MAIDEN NAME AND/OR ALIASES	**SOCIAL SECURITY NUMBER**	**DATE OF BIRTH (MM/DD/YYYY)**	**SEX**	**RACE**
			Select	Select

The Pennsylvania State Police response will be based on the comparison of the data provided by the requester against the information *contained in the files of the Pennsylvania State Police Central Repository only.*
Questions concerning the expungement process must be directed to the court of jurisdiction.

Questions? *Visit https://epatch.pa.gov or* call
1-888-QUERYPA (1-888-783-7972)

ACCESS & REVIEW - NOT FOR EMPLOYMENT PURPOSES - AVAILABLE ONLY TO SUBJECT OF RECORD OR LEGAL REPRESENTATIVE.

MUST BE MAILED TO THE CENTRAL REPOSITORY WITH THE FOLLOWING:

- COPY OF GOVERNMENT ISSUED PHOTO ID FOR SUBJECT.
- LEGAL AFFIDAVIT OR LETTER OF REPRESENTATION (IF APPLICABLE).
- CERTIFIED CHECK OR MONEY ORDER IN THE AMOUNT OF $20.00.

WARNING: 18 Pa.C.S. 4904(b) UNDER PENALTY OF LAW - MISIDENTIFICATION OR FALSE STATEMENTS OF IDENTITY TO OBTAIN CRIMINAL HISTORY INFORMATION OF ANOTHER IS PUNISHABLE AS AUTHORIZED BY LAW.