



**STATE OF NEW YORK  
APPLICATION BY AN ELIGIBLE OFFENDER FOR  
A CERTIFICATE OF RELIEF FROM DISABILITIES**

FOR COURT OR BOARD OF PAROLE

Docket, File or other Identifying No. \_\_\_\_\_

1. Applicant's Last Name	First Name	Middle Initial	3. NYSID Number (If known)
2. Address (Street and No., City, State, Zip Code)			
4. Sex <input type="checkbox"/> Male <input type="checkbox"/> Female	5. Race	6. Height feet          inches	7. Date of Birth
8. Crime or Offense for which Convicted		9. Date of Arrest	10. Date of Sentence
11. Court of Sentence (Court, Part, Term, Venue)		12. Certificate Requested from: a. <input type="checkbox"/> Court Indicated in No. 11 b. <input type="checkbox"/> State Board of Parole	
		13. If certificate being applied for is intended to replace an existing certificate, enter issue date of original certificate. Date: <input type="checkbox"/> Not Applicable	
14. Application is hereby made for a grant of a "CERTIFICATE OF RELIEF FROM DISABILITIES" which will: a. <input type="checkbox"/> Relieve the holder of all forfeitures, and of all disabilities and bars to employment, excluding the right to retain or be eligible for public office, by virtue of the fact that the certificate is issued at the time of sentence. b. <input type="checkbox"/> Relieve the holder of all disabilities and bars to employment, excluding the right to be eligible for public office. c. <input type="checkbox"/> Relieve the holder of the forfeitures, disabilities or bars to employment hereinafter enumerated			
15. The applicant agrees to allow an investigation to be made to determine his/her fitness for a certificate of relief from disabilities, pursuant to Art. 23, Correction Law.  Applicant's Signature _____ Date _____			
16. State of New York  County of _____  _____ being duly sworn, deposes and says that he/she is the applicant named in the within application; that he/she has read the foregoing application and knows the contents thereof; that the same is true to his/her own knowledge, except as to the matters therein stated to be alleged on information and belief, and that as to those matters he/she believes it to be true.			

Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_

Signed \_\_\_\_\_



**STATE OF NEW YORK  
CERTIFICATE OF RELIEF FROM DISABILITIES**

FOR COURT OR  
BOARD OF PAROLE

Docket, File or other Identifying No.

*This certificate is issued to the holder to grant relief from all or certain enumerated disabilities, forfeitures, or bars to his/her employment automatically imposed by law by reason of his conviction of the crime or of the offense specified herein*

*This certificate shall NOT be deemed nor constructed to be a pardon.*

**SEE REVERSE SIDE FOR EXPLANATION OF THE LAW GOVERNING THIS CERTIFICATE.**

*The Original Certificate is to be presented to the person to whom awarded. One copy is to be retained by the issuing agency, and one copy is to be filed with the NYS Division of Criminal Justice Services, 80 South Swan Street, Albany, NY 12210.*

1. For Use by DCJS	HOLDER OF CERTIFICATE			3. NYSID Number (If not known, supply fingerprints to DCJS. If fingerprints are unobtainable, complete items 15 – 18 below.)
	2. Last Name	First Name	M.I.	
4. Crime or Offense for which Convicted		5. Date of Arrest		6. Date of Sentence
7. Court of Disposition (Court, Part, Term, Venue)		8. Certificate Issued by: <input type="checkbox"/> Court Indicated in No. 7 <input type="checkbox"/> State Board of Parole		
9. Date this Certificate Issued		10. If this Certificate replaces Certificate of Relief from Disabilities previously issued, give date of previous Certificate Date: <input type="checkbox"/> Not Applicable		
11. CHECK ONE BOX ONLY This certificate shall: a. <input type="checkbox"/> Relieve the holder of all forfeitures, and of all disabilities and bars to employment, excluding the right to retain or to be eligible for public office, by virtue of the fact that this certificate is issued at the time of sentence. The Date of Sentence in this case must agree with the Date Certificate Issued. b. <input type="checkbox"/> Relieve the holder of all disabilities and bars to employment, excluding the right to be eligible for public office. c. <input type="checkbox"/> Relieve the holder of the forfeitures, disabilities or bars hereinafter enumerated _____				
12. <input type="checkbox"/> This certificate shall be considered permanent. <input type="checkbox"/> This certificate shall be considered temporary until _____. After this date, unless revoked earlier by the issuing court or parole board, this certificate shall be considered permanent. A person who knowingly uses or attempts to use a revoked certificate in order to obtain or exercise any right or privilege that he/she would not be entitled to obtain or exercise without valid certificate shall be guilty of a misdemeanor.				
13. Signature of Issuing Official(s)		Print or Type Name(s)		14. Title(s)
<b>COMPLETE THE FOLLOWING FOR DCJS, ONLY IF FINGERPRINTS ARE NOT OBTAINABLE</b>				
15. Sex <input type="checkbox"/> Male <input type="checkbox"/> Female		16. Race	17. Height Ft.          In.	
18. Date of Birth (month, day, year)				

## LAWS GOVERNING THE ISSUANCE OF CERTIFICATES OF RELIEF FROM DISABILITIES

(The laws governing the issuance of certificates of relief from disabilities are set forth in Article 23 of the New York State Correction Law. The excerpts below summarize certain portions of those laws and are set forth merely for convenience. They are not intended as administrative interpretations and they do not relieve any party of full knowledge of and compliance with the applicable provisions of law.)

This certificate is issued to relieve the holder, an "eligible offender" as defined in §700 of the Correction Law, of all or of enumerated forfeitures, disabilities, or bars to employment automatically imposed by law by reason of his conviction of the crime or offense specified on the face of this certificate.

This certificate shall be considered a "temporary certificate" where (1) issued by a court to a holder who is under a "revocable sentence" as defined in §700 of the Correction Law and the court's authority to revoke such sentence has not expired, or (2) issued by the State Board of Parole and the holder is still under the supervision of the Board. Where the holder is under a revocable sentence, this certificate may be revoked by the court for violation of the conditions of such sentence and shall be revoked by the court if it revokes the sentence and commits the holder to an institution under the jurisdiction of the State Department of Correctional Services. Where the holder is subject to the supervision of the State Board of Parole, this certificate may be revoked by the Board for violation of the conditions of parole or release. Any such revocation shall be upon notice and after an opportunity to be heard. If this certificate is not so revoked, it shall become a permanent certificate upon expiration or termination of the court's authority to revoke the sentence or upon termination of the jurisdiction of the Board of Parole over the holder.

### RIGHTS OF RELIEF FROM DISABILITIES

- A. Where the certificate is issued by a court at the time sentence is pronounced, it covers forfeitures as well as disabilities. In any other case the certificate applies only to disabilities.
- B. A conviction of the crime or the offense specified on the face of this certificate shall **NOT** cause automatic forfeiture of any license, permit, employment or franchise, including the right to register for or vote at an election, or automatic forfeiture of any other right or privilege, held by the eligible offender and **covered** by the certificate. Nor shall such conviction be deemed to be a conviction within the meaning of any provision of law that imposes, by reason of a conviction, a bar to any employment, a disability to exercise any right or a disability to apply for or to receive any license, permit or other authority or privilege, covered by the certificate. Provided, however, that:
  - 1. no such certificate shall apply, or be construed so as to apply, to the right of such person to retain or to be eligible for public office; and
  - 2. a conviction for a second or subsequent violation of any subdivision of section eleven hundred ninety-two of the Vehicle and Traffic Law committed within the preceding ten years shall impose a disability to apply for or receive an operator's license during the period provided in such law.
- C. A conviction of the crime or the offense specified on the face of this certificate shall **NOT** prevent any judicial, administrative, licensing or other body, board or authority from relying upon the conviction specified on the reverse side of this certificate as the basis for the exercise of its discretionary power to suspend, revoke, refuse to issue or renew any license, permit or other authority or privilege.