

Need legal advice about your past arrests or convictions?

Visit Lawyers' Committee for Civil Rights'

Second Chance

Reentry Clinic

If you have past arrests or convictions, you can get free legal advice on:

- * Job licensing applications and denials
- * Criminal background checks
- * Housing and employment law issues
- * Driver's license suspensions

Mo'MAGIC

1290 Fillmore St. (at Eddy St.)

Every 4th Tuesday of the month at 6 p.m.

Upcoming clinic dates:

January 25, February 22, March 29

LAWYERS' COMMITTEE FOR
CIVIL RIGHTS
OF THE SAN FRANCISCO BAY AREA

For the best advice, please bring a recent RAP sheet. Turn over to learn how to get your RAP sheet.

For more information, contact Tanya Koshy at Lawyers' Committee for Civil Rights: (415) 543.9444 ext. 235

HOW TO GET YOUR RAP SHEET

If you are **certain** that you only have convictions or arrests in San Francisco County...

You can get your San Francisco County RAP sheet by going to:

San Francisco Police Department Identification Bureau
Hall of Justice
850 Bryant Street, Room 475, 4th Floor
San Francisco, CA 94103

Monday Friday: 8:00 a.m. - 3:00 p.m.
Fee: \$0

If you have convictions or arrests outside of San Francisco County or are unsure if you do...

You should get your statewide California Department of Justice RAP sheet, which reports all of your arrests and convictions in California.

1. You must fill out a "Request for Live Scan Service" form. You can get the form from:
 - The Department of Justice website: <http://ag.ca.gov/fingerprints/security.php>
2. After you get the form, go to a Live Scan Fingerprint Operator to get your fingerprints taken
 - Closest location to Mo'MAGIC is the UPS Store at 601 Van Ness Ave. , 800-710-1934, ext. 1
3. Fees:
 - The cost of the Live Scan fingerprints is usually \$15-20.
 - The Dept. of Justice charges a fee of \$25 to process your RAP sheet but you can get this fee waived. Contact Lawyers' Committee* to have a fee waiver form mailed or emailed to you.
 - Fax the form and proof of public assistance to the Dept. of Justice at 916-227-1964.

*If you have questions, contact Tanya Koshy at Lawyers' Committee: 415-543-9444, ext. 235.