

## What is a Certificate of Restoration of Opportunity (CROP)?

A CROP is a civil court order that

- reduces barriers
- restores eligibility for occupational licenses

### Can I get a CROP?

A CROP applies to adults and juveniles.

You can get a CROP if you:

- have been out of full or partial confinement or finished with probation for a specified amount of time.
- have complied with all the terms of your sentences
- have paid your LFOs or are following your payment plan, or have good cause not to be following your payment plan.
- have not committed any new crimes
- have never been convicted of a:
  - class A felony,
  - sex offense,
  - crime with sexual motivation,
  - extortion,
  - drive-by shooting, or
  - luring.
- are not required to register as a sex offender.

## Resources:

Find out more information about CROP on Columbia Legal Services' website:

[https://columbialegal.org/policy\\_reforms/crop/](https://columbialegal.org/policy_reforms/crop/)

Obtain the CROP forms from the Court Forms page:

<https://www.courts.wa.gov/forms/?fa=forms.contribute&formID=102>

### Where to get help?

- Columbia Legal Services Reentry Clinic
- Call 206-287-8625 for an appointment.

<i>Resources</i>

# Certificate of Restoration of Opportunity

The Washington Pattern Forms Committee wishes to thank Columbia Legal Services for providing resources that formed the basis for this brochure.

## How to Apply for a Certificate of Restoration...

### Step 1: Get a copy of the Petition

Get a copy of the *Petition for Certificate of Restoration of Opportunity* from the Court Forms page (see the link on the back page.)

### Step 2: Gather your records

You must obtain your criminal history:

- Request a copy of your criminal history from the Washington State Patrol: <https://fortress.wa.gov/wsp/watch/>
- You must obtain proof that you completed the requirements of your sentence.
- You must obtain proof that you paid or are paying your legal financial obligations (LFO). Show the court that you:
  - Paid in full, or
  - Follow a payment plan, or
  - Have good reason that you are not paying your LFOs.

Ask the Court Clerk for a:

- Satisfaction of judgment-if paid in full, or
- Case financial history with receipting detail

If you have good reason that you are not paying your LFOs, you will need to list those reasons in a written statement.

### Step 3: File the petition with the superior court clerk

File the petition with the **superior court clerk** in either the county where you live or where a court sentenced or adjudicated you.

Pay the filing fee. If you cannot afford to pay the filing fee, you may ask the court to waive the fees using the GR 34 motion for a fee waiver:

<https://www.courts.wa.gov/forms/?fa=forms.contribute&formID=87>

### Step 4: Notify the Prosecuting Attorney

You must send the *Notice of Filing a Petition for CROP* to the prosecuting attorney in the county where you file the petition.

If a court in another county sentenced you within the past five years, you must also send the notice to the prosecuting attorney in the other county/ies.

### Step 5: The court will make a decision

The court may make a decision without a hearing.

But a court may decide to hold a hearing to take testimony about any question. **Go to any hearing the court schedules.**

If the court finds that you meet the requirements, the court will issue an

*Order and Certificate of Restoration of Opportunity.*

### What will a CROP do?

1. Occupational Licenses: a person with a CROP may not be denied an occupational license solely on the basis of the criminal record (w/some exceptions)
2. Employers & housing providers: may decide whether to consider a CROP, but are not legally required to do so.

### Exceptions to the effect of a CROP

1. CROP does not apply to some occupations:
  - Law enforcement
  - License to practice law
  - Many licenses involving financial responsibility or fiduciary duty
  - Many licenses involving work with vulnerable people
  - Some licenses related to health care
2. Some licensing agencies have discretion:
  - DSHS and DOH can deny solely on basis of criminal record, even with a CROP, but **ONLY IF** they make an individual inquiry about the:
    - Nature and seriousness of the offense
    - Time since incarceration
    - Changed circumstances
    - Nature of employment/license sought

### What a CROP will NOT do

1. Does not impact abuse and neglect registry
2. Does not restore firearms rights
3. Does not remove any information from a criminal record.