



Mugshot Removal Request Template

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Website Administrator's Name]

[Website Name]

[Website's Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

Dear [Website Administrator's Name],

Subject: Request for Removal of Mugshot from [Website Name]



I am writing to formally request the removal of a mugshot featuring my likeness, which is currently published on your website. The specific URL of the page where my mugshot is located is [insert URL here].

Background Information:

- **Name:** [Your Full Name]
- **Date of Birth:** [Your Date of Birth]
- **Date of Arrest:** [Date of Arrest]
- **Location of Arrest:** [Location of Arrest]
- **Reason for Removal Request:** [Explain why you are requesting the removal. This could be for reasons such as expungement, case dismissal, or privacy concerns.]

Legal and Personal Grounds for Removal:

1. **Privacy Rights:** The publication of this mugshot is causing significant distress and harm to my personal and professional life. It is negatively impacting my reputation and livelihood.
2. **Case Status:** [Briefly describe the status of your case. For example, if your case was dismissed or expunged, provide the relevant details.]
3. **Compliance with Laws:** As per [mention any relevant laws or regulations in your jurisdiction], the continued display of this mugshot is unjustified and should be removed promptly.

Supporting Documentation:

I have attached copies of the following documents to support my request:

- Court order of expungement or case dismissal
- Government-issued ID for identity verification
- Any other relevant legal documents

Request for Immediate Action:

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I kindly request that you acknowledge receipt of this letter and confirm the removal of the mugshot from your website within [specify a reasonable time frame, e.g., 10 business days]. Please notify me at [your email address or phone number] once the removal has been completed.

Thank you for your prompt attention to this matter. I appreciate your cooperation in helping me protect my privacy and reputation.

Sincerely,

[Your Name]