

Certificates of Discharge: Frequently Asked Questions

-
- ❖ Use this only if your felony convictions are from a court in the state of Washington.
 - ❖ You can find all the resources we link to here at WashingtonLawHelp.org.
-

What is a certificate of discharge (COD)?

It is a court order showing you completed all the sentence requirements for your felony conviction.

What do I need to do to get a COD?

You must complete all your sentence requirements, including payment of all legal financial obligations (LFOs), unless the court waives (excuses you from) any of your sentence requirements.

-
- ❖ You might be able to get your LFO's reduced or even waived. Read [How to Ask a Washington State Court to Reduce or Waive Your Legal Financial Obligations](#).
-

Why is it important to get a COD?

It permanently restores (gives you back) your right to vote. You also need a COD to vacate (cancel) your felony conviction.

Where do I get a COD?

- If your felony conviction is for a crime committed on or after July 1, 1984, the court that sentenced you will issue (give) you a COD. This may not happen automatically. See below.

- If your felony conviction is for a crime committed before July 1, 1984, you need to get a “final discharge” from the Washington Indeterminate Sentence Review Board (ISRB). Contact the ISRB at PO Box 40907, Olympia, WA 98504-0907; (360) 407-2400; isrb@doc1.wa.gov.

Will the court automatically give me a COD?

Maybe not. It depends on whether you are under the supervision of the Department of Corrections (DOC) when you complete your sentence requirements.

- **Situation 1:** You complete all sentence requirements while under supervision. In this case, DOC notifies the sentencing court. The sentencing court will automatically issue a COD.
- **Situation 2:** You complete all the **nonfinancial** requirements of your sentence while under supervision. In this case, DOC lets the court clerk know when your supervision ends. The court clerk then tells the court when you have paid your **financial** obligations. Then the court will automatically issue a COD.
- **Situation 3:** You are not under supervision when you complete your sentence requirements. **In this situation, you must file a motion for a COD.** The court issues a COD after you prove to the court that you completed all sentence requirements, financial and nonfinancial. Use [Obtaining a Certificate of Discharge](#).

❖ In all these situations, your COD will be effective on the date you completed all sentence requirements.

I cannot prove I completed the nonfinancial requirements of my sentence for my COD.

If you have a good reason, you can ask the court to waive (excuse you from) this requirement. If the court gives you a waiver, your COD will take effect 5 five years after you completed community custody, **or** 5 five years after you completed confinement if community custody was not part of your sentence, **or** the date you paid off your LFOs, whichever was most recent.

After I get a COD, can I vacate my felony conviction?

Not yet. You must still meet other requirements. See the attached flowcharts. You can use our [Criminal History/Records: Vacating Non-Violent Class B or C Felony Convictions](#) packet.

What is a certificate of restoration of opportunity (CROP)?

It is a court order. It lets you get many kinds of occupational (work) licenses that your felony conviction would otherwise keep you from getting. Having a CROP can make it easier to find work and housing. Read [Certificate of Restoration of Opportunity \(CROP\)](#) to learn more.

Is a CROP the same thing as a COD?

No. A CROP does not restore your right to vote. You do not need a CROP to vacate your felony conviction.

Get legal help

Outside King County, call the CLEAR Hotline at 1-888-201-1014 weekdays between 9:15 am - 12:15 pm. You can also **apply online** at nwjustice.org/get-legal-help.

In King County, call 2-1-1 weekdays between 8:00 am - 6:00 pm. They will refer you to a legal aid provider.

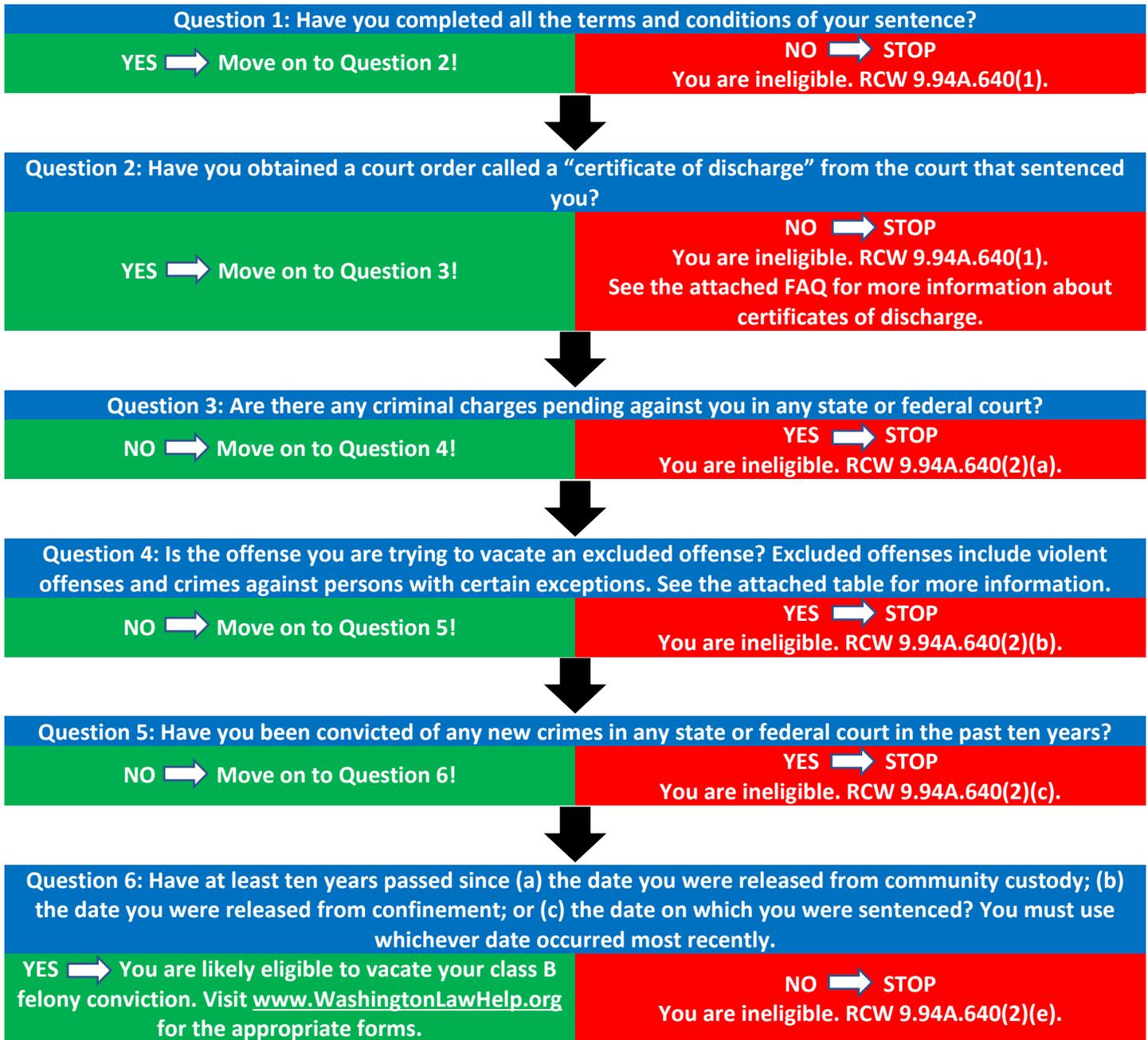
Seniors (age 60 and over) can also call CLEAR*Sr at 1-888-387-7111 (statewide).

This publication provides general information concerning your rights and responsibilities. It is not intended as a substitute for specific legal advice.

© 2020 Northwest Justice Project — 1-888-201-1014

(Permission for copying and distribution granted to the Alliance for Equal Justice and to individuals for non-commercial purposes only.)

VACATING ADULT CLASS B FELONY CONVICTIONS FOR OFFENSES COMMITTED ON/AFTER JULY 1, 1984*



* If your class B felony conviction was for an offense committed *before* July 1, 1984, different laws apply. See [RCW 9.95.240\(2\)](#). You must meet the same tests above; however, instead of obtaining your “certificate of discharge” from the court that sentenced you, you will need to obtain a “final discharge” from the Washington Indeterminate Sentence Review Board (ISRB): Washington ISRB, PO Box 40907, Olympia, WA 98504-0907; Telephone: (360) 407-2400; Email: isrb@doc1.wa.gov.

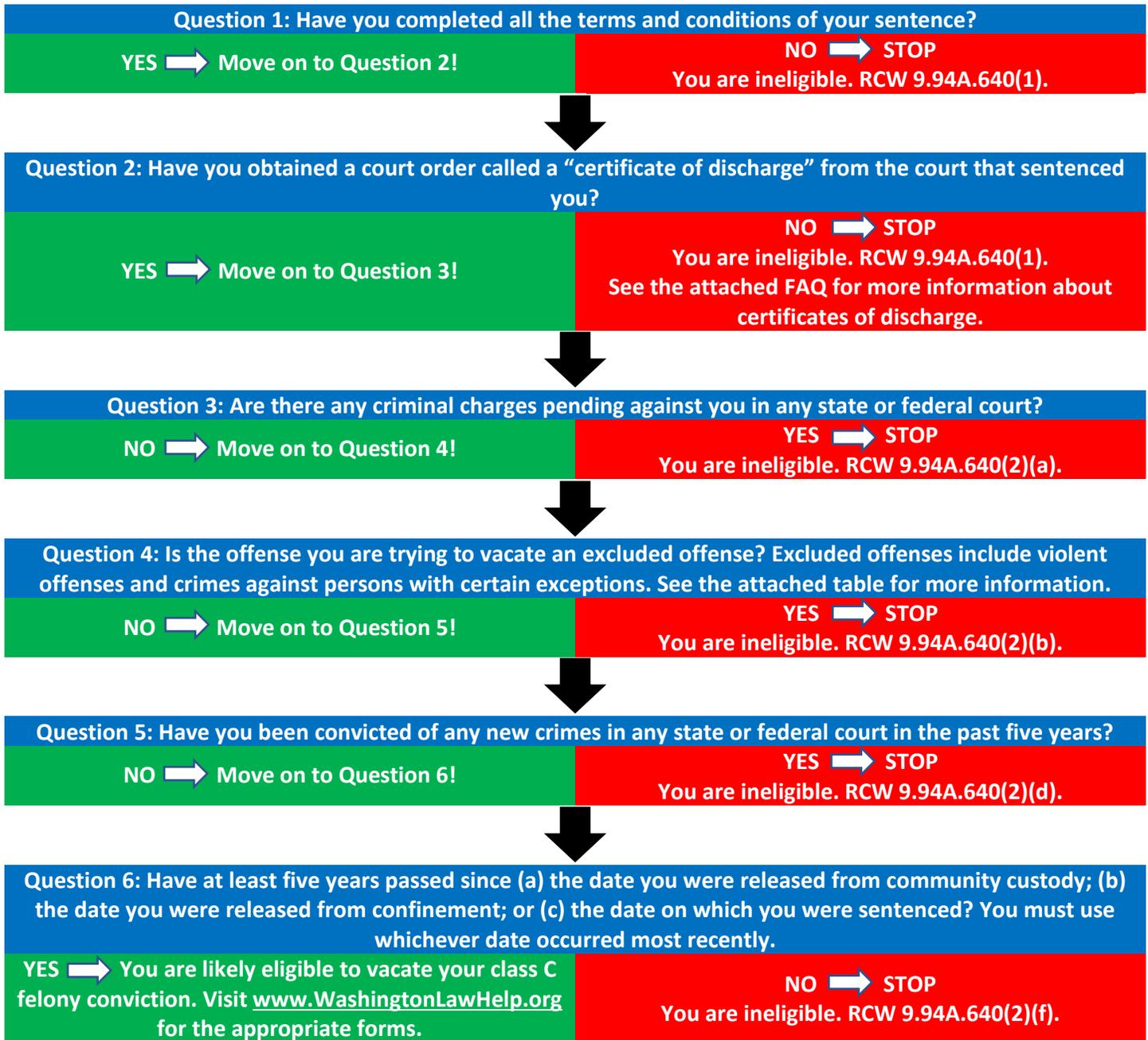
This publication provides general information concerning your rights and responsibilities. It is not intended as a substitute for specific legal advice.

This information is current as of May 2020.

© 2020 Northwest Justice Project

(Permission for copying and distribution granted to the Alliance for Equal Justice and to individuals for non-commercial purposes only.)

VACATING ADULT CLASS C FELONY CONVICTIONS FOR OFFENSES COMMITTED ON/AFTER JULY 1, 1984*



* If your class C felony conviction was for an offense committed *before* July 1, 1984, different laws apply. See [RCW 9.95.240\(2\)](#). You must meet the same tests above; however, instead of obtaining your “certificate of discharge” from the court that sentenced you, you will need to obtain a “final discharge” from the Washington Indeterminate Sentence Review Board (ISRB): Washington ISRB, PO Box 40907, Olympia, WA 98504-0907; Telephone: (360) 407-2400; Email: isrb@doc1.wa.gov.

This publication provides general information concerning your rights and responsibilities. It is not intended as a substitute for specific legal advice.

This information is current as of May 2020.

© 2020 Northwest Justice Project

(Permission for copying and distribution granted to the Alliance for Equal Justice and to individuals for non-commercial purposes only.)