

REQUEST TO SEAL OR MAKE CASE RECORDS CONFIDENTIAL

Under Alaska law, court case records are public unless an Alaska Statute or court rule requires that they be sealed or made confidential. If your case is public, you may submit this form to ask a judge to seal your case records or make them confidential; the judge may grant the request if he or she finds that the public interest in disclosure is outweighed by either: (1) risk of injury to individuals, (2) individual privacy rights and interests, (3) proprietary business information, (4) the deliberative process, or (5) public safety. If the judge grants this request, your case will remain on the public index (CourtView) but the case file or specified documents will not be available to the public. Filing Instructions: File this request with the Clerk’s Office at your [local trial court](#).

Name: _____
Address: _____
E-mail Address: _____ Daytime Phone: _____
Case Name: _____ Case No.: _____
Party Names: _____

If the court makes a record confidential, the record is restricted to parties of the case, counsel of record, persons authorized by written court order, and court personnel for case processing purposes only.

If the court seals a record, the record is restricted to the judge and persons authorized by written court order.

I am a party, or an individual affected by the release of information, in this case. I ask that the following court case records be made confidential sealed:

- Entire case file
- Document (s): _____
- Log notes (list date and type of hearing): _____
- Audio Recording (list date and type of hearing): _____
- Transcript (list date and type of hearing): _____

I ask that the court records be made confidential or sealed because:

VERIFICATION

I state on oath or affirm that I read this document and believe all statements in it are true.

Date _____ Your Signature _____
Subscribed and sworn to or affirmed before me at _____, Alaska on _____

(SEAL)

Clerk of Court, Notary Public or other person
authorized to administer oaths.
My commission expires _____

Certificate of Service

[Person making this request must distribute a copy to all parties in this case.]

On (date) _____ a copy of this request was mailed hand delivered to the following individuals:

Your signature: _____

Case No.: _____

ORDER

- The request to limit access to case records per Admin. Rule 37.6 is DENIED.
- The request to limit access to case records per Admin. Rule 37.6 is GRANTED and the following shall be sealed made confidential:

The public interest in disclosure is outweighed by the following legitimate interest in confidentiality:

This case will remain published on the online public index (CourtView).

Recommended for approval:

Superior Court Master	Date	Judge	Date
Type or Print Name			

I certify that on _____ a copy of this order was given to:

by Clerk: _____