

**REQUEST TO EXCLUDE CASE FROM ONLINE PUBLIC INDEX (COURTVIEW)
UNDER ADMINISTRATIVE RULE 40(a) or AS 22.35.030**

Under Alaska law, court case records are public unless an Alaska Statute or court rule requires that they be sealed or made confidential. All public cases also appear in the online public index (CourtView) unless the case is specifically covered by a reason listed below. These reasons are listed in court rule (Admin. R. 40(a)) and in Alaska Statute 22.35.030. The court system routinely removes cases from CourtView if they fit the reasons below – but you may use this form if you believe the court made an error and that your case fits one of these reasons and should be removed.

Filing Instructions: File this request with the Clerk’s Office at your [local trial court](#).

Name: _____

Address: _____

E-mail Address: _____ Case Number: _____

Party Names (Case Name): _____

The above case should be removed from the online public index (CourtView) because it is:

1. A criminal case where 60 days have passed since the date of acquittal or dismissal, **and**:
 - the defendant was acquitted of all charges.
 - all charges against the defendant were dismissed (including after suspended entry of judgment), and the dismissal was **not** because of a plea agreement in another criminal case.
 - all charges against the defendant were resolved by a combination of the two options above.
[Attach proof of acquittal and/or dismissal]
2. A criminal case that was dismissed because:
 - it lacked probable cause under Criminal Rule 4(a)(1) or 5(d). *[Rule 43(a) does **not** qualify.]*
 - the defendant is a minor who was wrongly charged in adult court with an offense within the jurisdiction for delinquency proceedings under AS 47.12.020. *[Does not apply to traffic or motor vehicle offenses.]*
3. A criminal **or** minor offense case that was dismissed because:
 - the prosecutor decided not to file a charging document.
 - there was an identity error under Criminal Rule 43(d) or Minor Offense Rule 11(c).
4. A criminal case where the defendant (1) received suspended imposition of sentence (SIS), (2) completed the terms of the sentence, **and** (3) was acquitted of (or had dismissed or set aside) all other charges in the same case. *[Attach proof of SIS and order setting aside]*
5. A criminal or minor offense case where **all** of the charges were one of the following underage alcohol offenses (or equivalent municipal ordinance): AS 04.16.049, 04.16.050, 28.35.280, 28.35.285, 28.35.290. *[Does not apply to DUI/OUI.]*
6. A protective order case that was dismissed for not enough evidence that petitioner was a victim of domestic violence, stalking, or sexual assault (as defined in Title 18 of the Alaska Statutes).
 - A short term order was requested but denied **and** a long-term hearing was not ordered.
 - A short term order was not requested, no short-term hearing was held, **and** the long-term order was denied.*[The case will **not** be removed from the online public index if either a short-term or long-term order was granted, or if the short-term order was denied and a long-term hearing was ordered.]*
7. Otherwise subject to removal from the public index by Alaska Statute and/or Court Rule *[list specific rule or statute number(s)]*: _____

Date

Signature

Instructions to Court Clerk: Email this request and final disposition order to the help desk.

Response: Case removed from online public index. Case not removed from online public index.

Date sent to requestor: _____ by: _____ (initials)