



KC 文本入口網站快速入門指南： 申請訪問封存文檔

這份快速入門指南會說明如何申請訪問案件中的封存文檔。

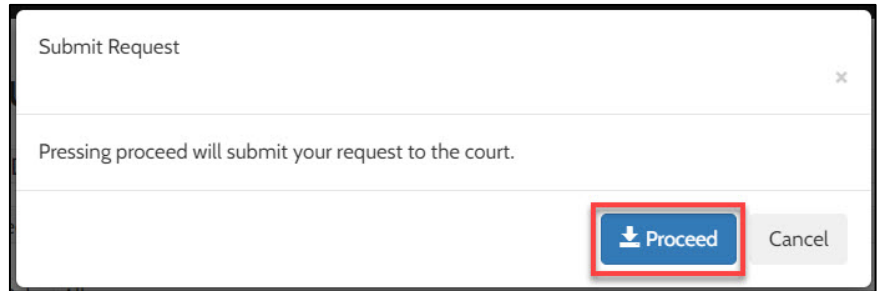
注意：若要執行此操作，您必須登入您的入口網站帳戶。

<p>1. 按一下首頁上的「Request/View Court Records」（申請/檢視法院記錄）按鈕。</p>	 <p>Request/View Court Records (Documents and Audio Hearings)</p>										
<p>2. 請輸入案件編號，包括破折號。點擊「搜尋」（Search）。</p>	 <p>Case Number <input type="text"/> <input type="button" value="Search"/> Don't know the case number?</p>										
<p>3. 點擊「Request Access to Sealed Documents」（申請存取封存文檔）按鍵。將開啟新的瀏覽器標籤。</p>	 <table border="1"><tr><td><input type="checkbox"/></td><td>94</td><td>02/16/10</td><td>Correspondence</td><td>CORRESPOND /DESTRL</td></tr><tr><td><input type="checkbox"/></td><td>95</td><td>02/26/10</td><td>Exhibits Destroyed</td><td>EXHIBITS DESTROYED</td></tr></table> <p><input type="button" value="Add Selected Documents to Order"/> <input type="button" value="Request Access to Sealed Documents"/> <input type="button" value="More Documents"/></p>	<input type="checkbox"/>	94	02/16/10	Correspondence	CORRESPOND /DESTRL	<input type="checkbox"/>	95	02/26/10	Exhibits Destroyed	EXHIBITS DESTROYED
<input type="checkbox"/>	94	02/16/10	Correspondence	CORRESPOND /DESTRL							
<input type="checkbox"/>	95	02/26/10	Exhibits Destroyed	EXHIBITS DESTROYED							
<p>4. 點擊您要申請存取權限的文檔旁邊的核取方塊。</p>	 <h3>Request Access to Sealed Documents</h3> <p>Sealed Document Request</p> <p>Requested Documents</p> <p><input type="checkbox"/> Select All</p> <p><input checked="" type="checkbox"/> 4 - 01/04/2021 JIS Check Confidential Document Cover Sheet</p> <p><input type="checkbox"/> 6 - 01/08/2021 JIS Check Confidential Document Cover Sheet</p> <p>Seal Legend</p> <table border="1"><tr><td></td><td></td><td></td></tr><tr><td>Access to this document is limited by law or court order, please contact clerk to find out how and if you can access it.</td><td>Access to this document is limited by law or court order, please contact clerk to find out how and if you can access it.</td><td>Access to this document is allowed by court order only, please contact clerk if you have questions.</td></tr></table>				Access to this document is limited by law or court order, please contact clerk to find out how and if you can access it.	Access to this document is limited by law or court order, please contact clerk to find out how and if you can access it.	Access to this document is allowed by court order only, please contact clerk if you have questions.				
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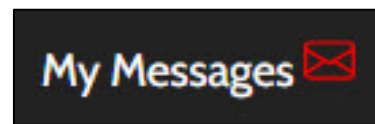
5. 點擊「提交」(Submit) 按鈕。



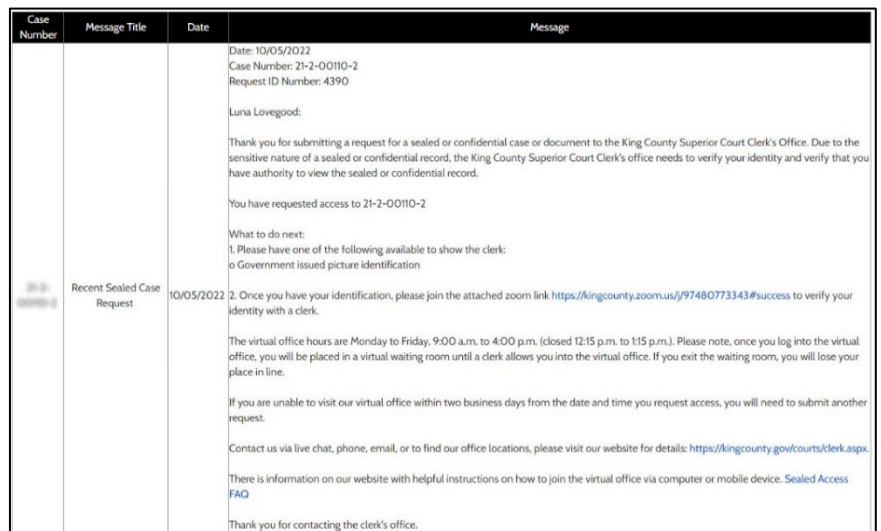
6. 點擊「繼續」(Proceed) 按鈕來提交申請。



7. 點擊頂部導覽欄中的「我的訊息」(My Messages)。



8. 請閱讀並按照指示來向書記官辦公室驗證您的身分。



9. 您可透過以下方式查看封存文檔申請的狀態：點擊「Sealed Case Access」（存取封存案件）下拉選單中的「Search Sealed Access Requests – Granted」（搜尋存取封存申請 – 已授與）以及「Search Sealed Access Requests – Pending/Denied」（搜尋存取封存申請 – 待決/已拒絕）。

