

NORTHERN CALIFORNIA INTERTRIBAL COURT SYSTEM

Northern California Intertribal Court System

Administrative Offices

3000 Shanel Road Hopland, CA 95449

Phone 707-472-2160

Email: courtclerk@tribalcourt.org

Website: www.tribalcourt.org

Cahto Tribe of Laytonville

Hopland Band of Pomo Indians

Coyote Valley Band of Pomo Indians

INSTRUCTIONS: REQUEST TO REDACT DOCUMENTS

Who should use this form? A party to a case or parent, legal guardian, or guardian/custodian can ask for information to be taken out or not given to others because they are protecting themselves or a child or other person they need to protect.

When is this form used? If a person wants to take out information that is in a paper that he or she has filed or is going to file in a court case.

Why would this form be used? A court paper, or paper you want the court to see, has information that is medical, personal or that other people should not know. The information could be about another person (for example a child or ward and the person asking to redact the paper is the parent, legal guardian, or guardian/conservator) who can't ask for this themselves.

How do I use this form? You must answer each question or fill in the blanks to show what you would say if you were talking to the judge. If the judge does not know what you know, the form may be given back to you by the clerk (to write in more information) or the judge may deny (say no) the request. It is important that you write in everything that you know, so the judge will understand why you are asking that this be done for you.

What is the law, code or rules that the judge will be using to make a decision about my request? Laws and rules about children all have parts that do not allow information about children to be given to the public. (For example: hearings about children are not open to everyone.

A lot of laws and rules also protect a person's private health care and medical information from being given to others without that person first knowing and saying that it is okay. A parent or person that has been given the duty or job to care for another, can also do this because of the job to protect the child or other person includes that child or person's private information.

If the information is private or is not about a minor or other protected person, the judge has to look at the reasons and find *Good Cause* (this means a reason that would not be wrong or unfair when the judge looks at the law or rules that have to be used to make a decision about the case) to order the information be taken out or be blackened out.

THE COURT CLERK CANNOT GIVE LEGAL ADVICE BUT CAN ASSIST BY EXPLAINING HOW TO FILE THIS FORM AND ANY OTHER PAPERS YOU WANT TO GIVE TO THE COURT.

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(For Court Use Only)



REQUEST TO REDACT DOCUMENTS

In the following case before this Court:

In Re: _____ or

_____ vs. _____

Plaintiff/Petitioner

Defendant/Respondent

(Case Number)

I, _____, am the Petitioner/Plaintiff or the Respondent/Defendant in this
(Your Name)

case. I am requesting the Court redact¹ the following:

Papers or document(s) to be filed: _____
(please describe in detail)

OR
 _____, that were already filed with the Court.
(please describe in detail)

1. I am asking the Court to remove or blacken out the following information: (for example: any SSN or DOB info)

¹ Redact means to black-out or remove information from a court document or document to be given to other parties. The reason for doing this is a reason stated that the court finds to be good cause to grant the request to redact.

2. I am writing this to the Court because of these reasons:

Additional pages and/or documents are attached (.pdf format or hardcopy only)

I Am Making this Request Ex Parte or Without Notice And Service To Any Other Party because of the following concern I have: _____ would happen if it were served or given to others OR the Declaration of Service is attached.

This form must either be EITHER signed in front of the Court Clerk OR signed in front of a Notary Public (use attached declaration page).

By my signature below, I declare under penalty of perjury that I have personal knowledge of the facts in the statement above or based on the information I have, I believe the statements in the form to be true to the best of my knowledge.

_____, 20_____
(Printed name) (Signature) (Date)

SIGNED AND SWORN to me this _____ day of _____, 20_____.

_____, Clerk of the Northern California Intertribal Court System.

(Court Stamp)

**NOTARY
ACKNOWLEDGMENT**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of _____)

On this ___ day of _____ 20___ before me, _____
(insert printed name of notary)

personally appeared _____, and who proved to me on the
(printed name of person signing)
basis of satisfactory evidence to be the person whose name is within the document entitled **Motion or Request to the Court** and acknowledged to me by a signature, the execution of the document.

I certify under PENALTY OF PERJURY under the laws of the State of California and any applicable tribal laws that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Notary Signature