



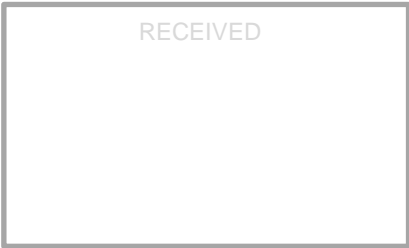
CONFIDENTIAL DOCUMENT FORM

Pursuant to 204 PA. Code § 213.81

CASE RECORDS

**NORTHAMPTON COUNTY, PENNSYLVANIA
REGISTER OF WILLS / ORPHANS' COURT**

For more information visit www.pacourts.us/public-records



RE: _____

FILE # _____

Pursuant to the Public Access Policy of the United Judicial System of Pennsylvania, Case Records of the Appellate and Trial Courts, the **Confidential Document Form** shall accompany a filing where a confidential document is required by law, ordered by the court, or is otherwise necessary to effect disposition of a matter. This form shall be accessible to the public, however the documents attached will not be publicly accessible, except as ordered by a court.

The documents attached will be only available to a) the parties b) the court and c) to the custodian.

- Attach only documents necessary for the purposes of this case.
- Complete the entire form and check all that apply.
- This form and attached documents must be served on all parties.

THE FOLLOWING DOCUMENTS ARE ATTACHED AND ARE CONFIDENTIAL

<input type="checkbox"/>	FINANCIAL SOURCE DOCUMENTS	Paragraph or page where reference is made.	<input type="checkbox"/>	Paragraph or page where reference is made
<input type="checkbox"/>	Tax Returns and Schedules		<input type="checkbox"/>	Loan Application documents
<input type="checkbox"/>	W-2 Forms and Schedules including 1099 FORMS or similar documents.		<input type="checkbox"/>	Wage Stubs, earning statements or other similar documents.
<input type="checkbox"/>	Check Registers		<input type="checkbox"/>	Credit Card Statements
<input type="checkbox"/>	Checks or equivalent		<input type="checkbox"/>	Financial Institution statements
				Paragraph or page where reference is made
<input type="checkbox"/>	Minor's educational records			
<input type="checkbox"/>	Medical / Psychological records			
<input type="checkbox"/>	Children and Youth Services' records			
<input type="checkbox"/>	Marital property Inventory and Pre-trial Statement as provided in PA.R.C.P. No.1920.33			
<input type="checkbox"/>	Income and Expense Statement as provided in PA.R.C.P. No. 1910.27(c)			
<input type="checkbox"/>	Agreements between the parties as used in 23 PA.C.S.§ 3105			

I certify that this filing complies with the provisions of the Public Access Policy of the Unified Judicial System of Pennsylvania: Case records of the Appellate and Trial Courts that require filing confidential information and documents differently than non-confidential information and documents.

Name: _____

Signature of Attorney or Unrepresented Party

Address: _____

Attorney ID (If applicable) _____

Email: _____

CONFIDENTIAL APPELLATE / TRIAL COURT DOCUMENT FORM CASE RECORDS

Instructions for Completing the Confidential Document Form

The following documents are confidential and **shall be filed with a court or custodian with the “Confidential Document Form”:**

1. Financial Source Documents as listed on the form	4. Children and Youth Services’ records
2. Minors’ educational records	5. Marital Property Inventory and Pre-Trial Statement as provided in Pa.R.C.P. No. 1920.33
3. Medical/Psychological records are defined as “records relating to the past, present, or future physical or mental health or condition of an individual”	6. Income and Expense Statement as provided in Pa.R.C.P. No. 1910.27(c)
	7. Agreements between the parties as used in 23 Pa.C.S. §3105

Please only attach documents necessary for the purposes of this case.
Complete the entire form and check all that apply.

This form, and any additional pages, must be served on all unrepresented parties and counsel of record.

The Court is not required to review or redact any filed document for compliance with the Public Access Policy.

A party’s or attorney’s failure to comply shall not affect access to case records that are otherwise accessible.

If a filed document fails to comply with the above referenced policy, **a court may**, upon motion or its own initiative, with or without a hearing, order the filed document sealed, redacted, amended or any combination thereof.

A court may impose sanctions, including costs necessary to prepare a compliant document for filing in accordance with applicable authority.

For each confidential document, list the paragraph, page, etc. where the document is referenced in the filing.

Please note, this form does not need to be filed in types of cases that are sealed or exempted from public access pursuant to applicable authority **(For example juvenile, adoption, guardianship).**

FOR MORE INFORMATION, PLEASE VISIT:

www.pacourts.us/public-record-policies

Public Access Policy of the Unified Judicial System of Pennsylvania
Case Records of the Appellate and Trial Courts
204 Pa. Code § 213.81