

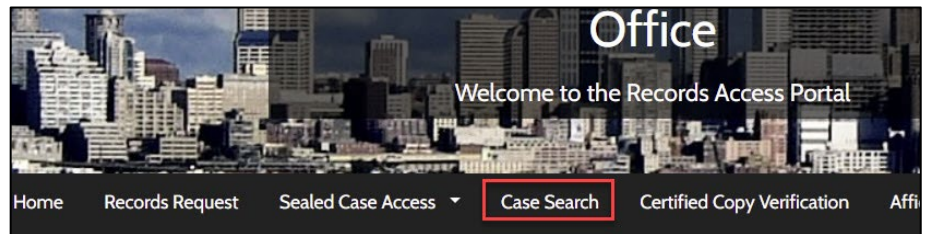


# KC 文本入口網站快速入門指南： 申請費用豁免

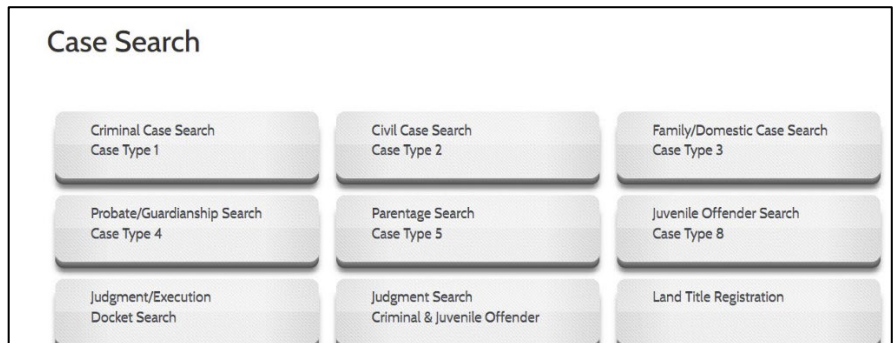
此快速入門指南將說明如何就案件提出費用豁免的申請。

注意：若要執行此操作，您必須登入您的入口網站帳戶。

1. 點擊頂部導航欄中的「案件搜尋」(Case Search)。



2. 選擇正確的案件類型搜尋。



3. 輸入您的案件資訊。按「搜尋」(Search) 按鍵。

## Criminal (1), Civil (2), Criminal, Domestic/Family (3), Probate/Guardianship (4)

Use this search if you know the case number or the party name.  
Below are the case types available through this search. Cases sealed by court order will display limited information.

(1) Criminal (2) Civil (3) Family Law (4) Probate / Guardianship

Superior Court case numbers filed after July 1, 1979 are in a nine (9) digit format: XX-X-XXXXX-X.

|                           |  |                   |                      |
|---------------------------|--|-------------------|----------------------|
| Case Number               | <input type="text"/>                         | Last Name         | <input type="text"/> |
| Or - Pre 1979 Case Number | <input type="text"/>                         | First Name        | <input type="text"/> |
| Filing Date               | <input type="text"/> to <input type="text"/> | Middle Name       | <input type="text"/> |
|                           |  | Organization Name | <input type="text"/> |

4. 點擊藍色案件編號超連結。

| Case Number                | Filing Date | Case Name  | Charge/Cause of Action | Next Hearing | Status               |
|----------------------------|-------------|------------|------------------------|--------------|----------------------|
| <a href="#">[Redacted]</a> | 01/04/2021  | [Redacted] | Domestic Violence      |              | Completed 01/04/2021 |

Results 1 - 1

5. 點擊「申請費用豁免」(Request Fee Waiver) 按鍵。

Domestic Violence - Completed/Re-Completed

Request Access to Sealed Documents Request Fee Waiver Purchase/View Court records

Summary Participants Document List Events Judgments

Case Summary

6. 閱讀費用豁免資訊。

### Request Fee Waiver

Request Fee Waiver

Fee Waiver Information

#### Instructions for a Clerk's Fee Waiver King County Superior Court Clerk's Office

The Clerk's Office provides access to some Clerk-related services. If qualified for a fee waiver you will be provided with a 12 month access to specific records without cost.

**Services that are covered with a Clerk fee waiver are:**

- View/Download documents online for the requested case
- Records Requests
- Ex-parte via the Clerk
- Ex-parte Expedited

**Note:** certain department policies apply that may limit the number of services provided by Clerk's office free of charge.

**When requesting for a fee waiver you must provide the following:**

- Affidavit in Support of Clerk's Fee Waiver Request; and one of the options below:
  - Benefit Award Letter (Customer to upload)
  - Financial Declaration form
  - Identify if there is already a court order in your case that finds you indigent based on your income and financial needs.

7. 請選擇申請費用豁免的理由。

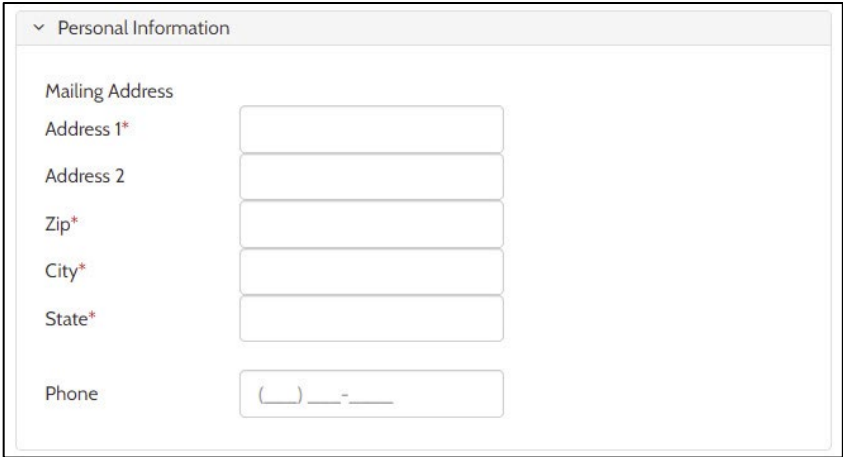
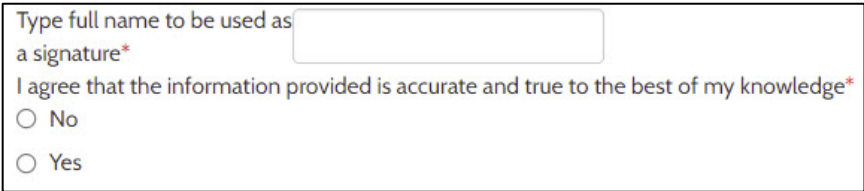

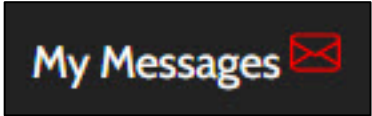
Request

Email Address\*

To start your Fee Waiver request, please choose one of the following:

Select One\*

- I am asking for a Clerk fee waiver and submitting a copy of a valid Benefits Awards letter
- I am asking for a Clerk fee waiver and will be providing the information for Financial Declaration
- I am asking for a Clerk fee waiver and will provide the sub number of the court order finding me indigent based on my income and financial needs

|  |  |
|--|--|
| <p>8. 填寫必填欄位和/或上傳所需的文檔。</p>  |    |
| <p>9. 在文本框中輸入您的姓名，然後選擇「是」(Yes)或「否」(No)。</p>                                |    |
| <p>10. 點擊「繼續」(Proceed)按鍵。</p>  |   |
| <p>11. 我們將會在 1 至 2 個工作日內審核您的申請。您可透過電子郵件和「我的訊息」(My Messages) 來得知您的申請狀態。</p> |  |