



GUÍA DE INICIO RÁPIDO DEL PORTAL KC SCRIPT: SOLICITE UNA AUDIENCIA

Esta guía de inicio rápido le ayudará a solicitar una grabación de una audiencia.

Nota: Para hacer esto, debe iniciar sesión en su cuenta del portal.

<p>1. Haga clic en el botón Request/View Court Records (Solicitar/Ver registros judiciales) en la página de inicio.</p>	<div style="text-align: center;">  <p>Request/View Court Records (Documents and Audio Hearings)</p> </div>																																																																																																																								
<p>2. Escriba su solicitud en el cuadro Submission Title (Título del envío).</p>	<div style="border: 1px solid black; padding: 5px;"> <p>Submission Title*</p> <div style="border: 1px solid red; padding: 2px;">eRequest_45</div> <p>You may leave the default name or rename your request for future reference (such as "Mom and Dad's Probate").</p> </div>																																																																																																																								
<p>3. Escriba el número de caso, incluyendo los guiones. Haga clic en Search (Buscar).</p>	<div style="border: 1px solid black; padding: 5px;"> <p>Case Number</p> <div style="display: flex; align-items: center;"> <input style="width: 100px; height: 20px; margin-right: 10px;" type="text"/> <div style="border: 1px solid gray; border-radius: 5px; padding: 2px 10px; margin-right: 10px;">Search</div> Don't know the case number? </div> </div>																																																																																																																								
<p>4. Haga clic en la casilla de verificación junto a cada audiencia que solicita.</p> <p>¿No encuentra la audiencia que busca? Consulte la última página.</p>	<div style="border: 1px solid black; padding: 5px;"> <p>HEARINGS</p> <p>Select the hearings you want to order. If you do not see the hearing you are looking for, please use the Not Seeing Hearing button to request.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th><input type="checkbox"/></th> <th>Date</th> <th>Type</th> <th>Location</th> <th>Official</th> <th>Hearing</th> <th>Start Time</th> <th>End Time</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/></td> <td>12/17/18</td> <td>Motion Hearing</td> <td>MRJC 1H</td> <td>Comm. 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5. Haga clic en el botón Agregar las audiencias seleccionadas al pedido.

Add Selected Hearings to Order

6. Puede elegir acelerar este caso.

Expedite This Case for \$30.00 (your request will be completed within 1 business day)
Electronically delivered documents (if not exempted) are immediately available and cannot be expedited.

7. Seleccione el Tipo de audio para todas las audiencias o para cada audiencia.

HEARINGS
You can change the start and stop times to order a partial hearing.

Audio Type: FTR File

Date	Type	Hearing	Start/Stop	Audio Type	Delivery	Item Cost
12/31/18	Motion Hearing	Motion hearing	09:40:30 AM - 09:44:15 AM	FTR File	Electronic	\$25.00
06/07/19	Motion Hearing	Motion hearing	11:21:09 AM - 12:03:07 PM	FTR File	Electronic	INCLUDED
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Your Order: 3 items
Your Cost: \$25.00

Submit Order

8. Para solicitar una grabación parcial, haga clic en el icono del reloj para ajustar el momento de inicio y finalización.

HEARINGS
You can change the start and stop times to order a partial hearing.

Audio Type: FTR File

Date	Type	Hearing	Start/Stop	Audio Type	Delivery	Item Cost
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Your Order: 3 items
Your Cost: \$25.00

Submit Order

9. Si desea solicitar grabaciones de audiencias de varios casos, haga clic en el botón Agregar otro caso y repita los pasos 3 a 8.

Los casos adicionales aparecerán en su pedido como pestañas nuevas.

Add another Case

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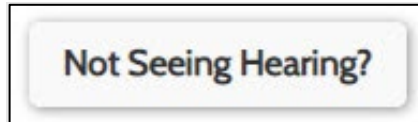
Add another Case

Expedite This Case for \$30.00 (your request will be completed within 1 business day)
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10. Revise su petición.
Oprima el botón Submit Order (Enviar pedido) para añadirlo a su carrito, en donde puede [concluir el proceso de pago](#).





Si no ve la audiencia que busca, haga clic en el botón ¿No encuentra la audiencia?




Ingrese la información de la audiencia que conoce, haga clic en Agregar al pedido, luego continúe desde el paso 6.

HEARINGS
If you don't see a hearing you believe to be on the case, please submit the information you know about it.

Date of Hearing
 

Recording Start Time
 

Recording Stop Time
 

Comments