
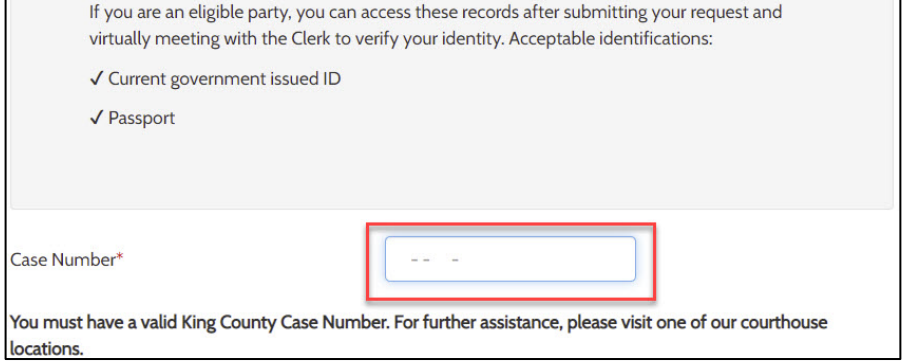





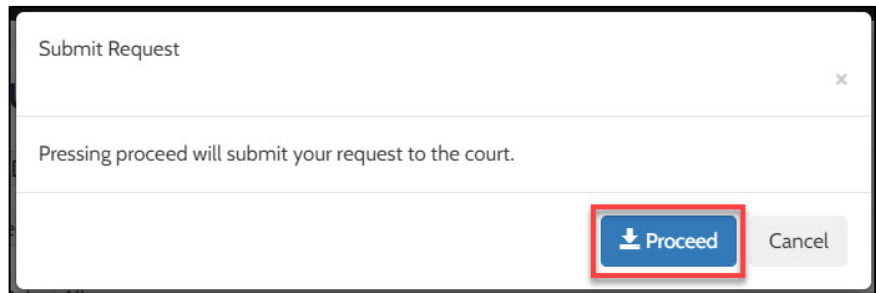
# GUÍA DE INICIO RÁPIDO DEL PORTAL KC SCRIPT: SOLICITUD DE ACCESO A CASOS RESERVADOS

Esta guía de inicio rápido le mostrará cómo solicitar el acceso a un caso reservado.

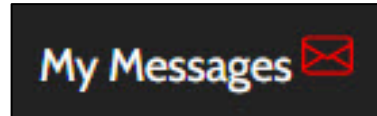
Nota: Para hacer esto, debe iniciar sesión en su cuenta del portal.

<p>1. Haga clic en la flecha del menú desplegable de Sealed Case Access (Acceso a caso reservado) en la barra de navegación de la parte superior. Seleccione Sealed Case Access (Acceso a caso reservado).</p>	
<p>2. Escriba el número de caso al que solicita acceso.</p>	
<p>3. Oprima el botón Submit (Enviar).</p>	

4. Haga clic en el botón Proceed (Continuar) para concluir su solicitud.



5. Haga clic en My Messages (Mis mensajes) en la barra de navegación de la parte superior.



6. Lea y siga las instrucciones para verificar su identidad con la Secretaría.

Case Number	Message Title	Date	Message
			Date: 10/05/2022 Case Number: 21-2-00110-2 Request ID Number: 4390  Luna Lovegood:  Thank you for submitting a request for a sealed or confidential case or document to the King County Superior Court Clerk's Office. Due to the sensitive nature of a sealed or confidential record, the King County Superior Court Clerk's office needs to verify your identity and verify that you have authority to view the sealed or confidential record.  You have requested access to 21-2-00110-2  What to do next: 1. Please have one of the following available to show the clerk: o Government issued picture identification 2. Once you have your identification, please join the attached zoom link <a href="https://kingcounty.zoom.us/j/97480773343#success">https://kingcounty.zoom.us/j/97480773343#success</a> to verify your identity with a clerk.  The virtual office hours are Monday to Friday, 9:00 a.m. to 4:00 p.m. (closed 12:15 p.m. to 1:15 p.m.). Please note, once you log into the virtual office, you will be placed in a virtual waiting room until a clerk allows you into the virtual office. If you exit the waiting room, you will lose your place in line.  If you are unable to visit our virtual office within two business days from the date and time you request access, you will need to submit another request.  Contact us via live chat, phone, email, or to find our office locations, please visit our website for details: <a href="https://kingcounty.gov/courts/clerk.aspx">https://kingcounty.gov/courts/clerk.aspx</a> .  There is information on our website with helpful instructions on how to join the virtual office via computer or mobile device. <a href="#">Sealed Access FAQ</a>  Thank you for contacting the clerk's office.
21-2-00110-2	Recent Sealed Case Request	10/05/2022	

7. Puede consultar el estado de su solicitud de acceso a casos sellados haciendo clic en Buscar solicitudes de acceso sellado - Otorgadas y Buscar solicitudes de acceso sellado - Pendientes/denegadas en el menú desplegable Acceso a casos sellados.

