

_____ Court of Washington, County of _____

Petitioner/s (*person/s who started this case*):

And Respondent/s (*other party/parties*):

No. _____

Motion to Redact or Seal
(MTRS)

Motion to Redact or Seal

To both parties:

Deadline! Your papers must be filed and served by the deadline in your county's Local Court Rules, or by the State Court Rules if there is no local rule. Court Rules and forms are online at www.courts.wa.gov.

If you want the court to consider your side, you **must**:

- File your motion with the court clerk; AND
- Give the Judge/Commissioner a copy of your papers (if required by your county's Local Court Rules); AND
- Have a copy of your papers served on all other parties or their lawyers; AND
- Go to the hearing.

The court may not allow you to testify at the motion hearing. Read your county's Local Court Rules, if any.

Bring proposed orders to the hearing.

To the person filing this motion:

You must schedule a hearing on this motion. You may use the *Notice of Hearing* (form PO 062) unless your county's Local Court Rules require a different form. Contact the court for scheduling information.

To the person receiving this motion:

If you do not agree with the requests in this motion, file a statement (using form PO 018, *Declaration*) explaining why the court should not approve those requests. You may file other written proof supporting your side.

1. My name is _____.

I am the [] Petitioner [] Respondent.

2. Request

I ask the Court to redact or seal the following document/s that have been filed in this case:

Document name: _____

Date filed: _____ Docket or sub number (if known): _____

This document should be (*check one*):

- sealed (*Do not attach a copy*)
- redacted as follows: (*Explain what information should be redacted and attach copy of proposed redacted document.*)

Document name: _____

Date filed: _____ Docket or sub number (if known): _____

This document should be (*check one*):

- sealed (*Do not attach a copy*)
- redacted as follows: (*Explain what information should be redacted and attach copy of proposed redacted document.*)

(Add lines for more documents if needed.)

3. Legal Authority

I ask the court to redact or seal the specific information or documents listed above based on:

General Rule (GR) 15(c)(2): Courts may seal or redact court records based on findings made in writing that the sealing or redaction is necessary and based on privacy rights or safety concerns that outweigh the public interest in access to the court record.

Seattle Times Co. v. Ishikawa, 97 Wn.2d 30, 640 P.2d 716 (1982): In this case, the Washington Supreme Court ruled that courts must look at 5 factors when deciding whether to seal or limit access to documents in the court file:

1. the person who wants to limit access must make a showing of “serious and imminent threat to some other important interest”;
2. anyone present for the hearing must be given an opportunity disagree with the suggested restriction;
3. the method for limiting access must be the least restrictive way to protect the interests threatened;
4. the court must balance the interests of the person who wants to limit access with the public’s right to know what has happened in court; and
5. the order must be limited in application and time to serve its purpose.

