

# **NOTICE**

## **Sup. R. 45(D)**

### **Effective July 1, 2009**

- 1. All parties to a judicial action or proceeding are required to omit personal identifiers when submitting or filing a case document with the court or a clerk.**
- 2. All parties to a judicial action or proceeding are required to submit or file the personal identifier information on a separate form. The clerks have a form you may use to submit or file the personal identifier information.**
- 3. The court or clerk is not required to review the document to find personal identifiers.**
- 4. “Personal identifiers” are:**
  - SSNs, except for the last four digits**
  - Financial account numbers**
  - Employer and employee identification numbers**
  - Juvenile’s name in abuse, neglect, and dependency cases**