

**2023 RENEWAL APPLICATION FOR SECURE REMOTE ACCESS TO CIVIL & CRIMINAL COURT RECORDS
ARLINGTON COUNTY CIRCUIT COURT CLERK'S OFFICE
PAUL F. FERGUSON, CLERK**

This Renewal Application may only be used by an attorney who has already submitted a signed secure remote access application and agreement to Arlington County Circuit Court.

The approval of this renewal application is at the sole discretion of the Clerk of the Arlington County Circuit Court. In signing this renewal application, Subscriber acknowledges and agrees to the Terms and Conditions set forth in the *Subscriber Application for Secure Remote Access* originally submitted by Subscriber.

All information below is mandatory.

APPLICANT'S FULL NAME: _____
FIRST MIDDLE INITIAL LAST

EMAIL ADDRESS: _____

VSB NUMBER (or Case Name/Number for Attorneys admitted *pro hac vice*) _____

FULL NAME OF AUTHORIZED
STAFF PERSON USING ACCOUNT: _____
FIRST MIDDLE INITIAL LAST

AUTHORIZED STAFF PERSON EMAIL ADDRESS: _____

LAW FIRM OR GOVERNMENTAL AGENCY: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

OFFICE PHONE NUMBER: _____ CELL PHONE NUMBER: _____

Subscription Level:

_____ \$120 annually for a single attorney and one staff member supervised by that attorney

_____ No charge -- Current employee of Arlington County, the Commonwealth of Virginia, or Legal Services of Northern Virginia.

Payment method:

_____ Check payable to "Arlington County Circuit Court Clerk" is enclosed

_____ Credit card authorization is attached

I HEREBY ACKNOWLEDGE AND AFFIRM THAT THE INFORMATION SET FORTH HEREIN IS TRUE AND CORRECT.

APPLICANT SIGNATURE: _____ DATE: _____

FOR CLERK'S OFFICE: _____ DATE: _____

If paying via credit card, the SRA renewal application and credit card authorization can be submitted electronically at sra@arlingtonva.us

If paying by check, the SRA renewal application can be submitted to the Circuit Court Clerk's Office in person or by mail at:

**Office of the Circuit Court Clerk
1425 N. Courthouse Road
Suite 6700
Arlington, VA 22201
ATTN: Secure Remote Access**