REGISTRATION AGREEMENT TO VIEW RECORDS ONLINE
COLUMBIA COUNTY CLERK OF COURT (CLERK) REQUEST FORM:

*Registered User Name:					
*E-mail Address					
*Address					
*City/State/Zip					
*Phone		Alt. Phone			
Cases for Party Viewing:					
Name of Business Entity for officers, owners or employees:					
*Bar Number for Attorneys		***Required**			

1. This Agreement is for viewing electronic court records as authorized pursuant to Florida Supreme Court Administrative Order 2014-19 (AOSC14-19) as:

   _____ A Registered User (not a party to a case and not an attorney of record)

   _____ A party to a case (includes Registered User viewing)

   _____ An officer, owner or employee of a business entity named as a party with authority to view such court records (includes Registered User viewing)

   _____ An attorney of record (includes Registered User viewing)

2. Registered User affirms the contact and other information on the Request Form above is correct.
3. **Clerk Responsibilities**
   a. Clerk will endeavor to provide uninterrupted access to the site, which may be interrupted for maintenance, network or power failures, or security issues.
   b. Clerk will notify Registered User of a unique login ID and password, with directions on how to change the password and a unique PIN or Party ID number, if applicable. Contact: mboris@columbiaclerk.com, for help with the site.

c. Clerk will maintain and modify the site as required by AOSC14-19.

4. **Registered User Responsibilities**
   a. To ensure that only Registered User has knowledge of the assigned login ID and password and unique PIN or Party ID number, if applicable.
   b. To prohibit any person or entity other than Registered User from accessing the site.
   c. To immediately notify Clerk if Registered User discovers that the assigned password is known by another person, whether used or not, so the existing login ID may be deactivated and replacement login information issued.
   d. To provide updated contact information or, for parties, updated case information by submitting a new Request Form, which, when submitted, is incorporated by reference in this agreement.
   e. To understand that paper or electronic documents may not be immediately available online after they are filed with Clerk.
   f. To not use or permit others to use the information obtained from this site for commercial or resale purposes and that all activity on this site will be tracked and monitored by Clerk to enforce this provision.
   g. To provide computer hardware and software and/or making modifications to existing equipment for access to the site.
5. **Limitations of Liability**
   a. Registered User releases Clerk and Clerk's employees and agents from any liability and any damages resulting from or related to (a) interrupted service of any kind; (b) Registered User's equipment; (c) use of, or viewing of, electronic court records.
   b. Nothing in this Agreement may be construed as waiving the sovereign immunity of the Clerk or the Clerk's employees and agents or of the Registered User's sovereign immunity, if applicable, or modifying the recovery limits against the Clerk or Registered User as set forth in section 768.28(5), Florida Statutes.
6. This Agreement, regardless of where actually accepted or delivered, is deemed to have been accepted and delivered by the parties in the State of Florida and any dispute arising from it will be governed by Florida law. Any suit for any claim, breach, or dispute arising out of this Agreement will be maintained in Columbia County, Florida.
7. Any notice or communication given or sent pursuant to this Agreement may be delivered in person, by mail, or by email to the address provided on the Party Request Form.
8. **Termination and Other Remedies**
   a. If Registered User breaches the provisions in this Agreement, the

Clerk has the right to terminate this Agreement immediately and pursue any other remedy available at law or in equity.

b. This Agreement will be terminated immediately if funding is withdrawn for any reason. Registered User acknowledges that the Clerk has no control over appropriations that may be provided by any governmental entity for the continuation of the services under this Agreement.

9. If any part of this Agreement is found to be invalid, then it will have no effect, but the remaining provisions will continue in full force and effect.

Date: _____ State of _____

_____ County of _____

Registered User Signature

This form can be downloaded from our website:
http://www.columbiaclerk.com

Please mail Original to: Columbia County Clerk of Court
Attn: Margaret Boris
173 N.E. Hernando Ave.
Lake City, FL. 32055

Upon receipt of the above Agreement/Application and review and validation of the information the user will be notified by e-mail, as provided above, the login for access to CCIS at the appropriate access level.