

## Certification Form for a Self-Represented Litigant in an Appellate Court

By signing this form, I certify that the attached filing complies with the certification requirements in the Temporary Rule for Protection of Personally Identifiable Information by a Self-Represented Litigant in an Appellate Court.

*You must complete the next section.*

**I CERTIFY** that I signed the attached filing and provided my name, address, telephone number, email address if available, and fax number if available.

*Only complete **one** of the next two sections.*

**I ALSO CERTIFY** that my document **does not contain prohibited personally identifiable information (“PII”)**. I checked my document for PII and made sure that my document meets the requirements in the Temporary Rule. It meets those requirements because the following statement is true. (*Choose one or both.*)

My document does not include any of the items listed in [Supreme Court Rules 7.043 and 24\(b\)](#) (*The list is printed on the back of this form for reference.*)

The information in my document meets one of the exceptions listed in [Supreme Court Rule 24\(c\)](#). (*The list is printed on the back of this form for reference.*)

**OR**

**I ALSO CERTIFY** that my document **may contain prohibited personally identifiable information (“PII”)**, but I am asking the court to file it confidentially under seal for one of the following reasons. (*Only choose one.*)

A court entered an order sealing this document on (*enter the order date*).

I am asking the court in the document I am now filing to issue an order to seal a different document that is not yet filed. *Describe the document without using PII.*

\_\_\_\_\_.

I am asking the court in the document I am now filing to seal a document that is already filed in this case. *Describe the document without using PII.*

\_\_\_\_\_.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Name of Party: \_\_\_\_\_

## Personally Identifiable Information – Supreme Court Rule 24(b)

- (1) *(not applicable in an appellate court)*;
- (2) the name of a minor in an appellate court case and, if applicable, the name of a person whose identity could reveal the name of the minor;
- (3) the name of an alleged victim of a sex crime;
- (4) the name of a petitioner in a protection from abuse case;
- (5) the name of a petitioner in a protection from stalking, sexual assault, or human trafficking case;
- (6) the name of a juror or venire member;
- (7) a person's date of birth except for the year;
- (8) any portion of the following:
  - (A) an email address except when required by statute or rule;
  - (B) a computer username, password, or PIN; and
  - (C) a DNA profile or other biometric information;
- (9) the following numbers except for the last four digits:
  - (A) a Social Security number;
  - (B) a financial account number, including a bank, credit card, and debit card account;
  - (C) a taxpayer identification number (TIN);
  - (D) an employee identification number;
  - (E) a driver's license or nondriver's identification number;
  - (F) a passport number;
  - (G) a brokerage account number;
  - (H) an insurance policy account number;
  - (I) a loan account number;
  - (J) a customer account number;
  - (K) a patient or health care number;
  - (L) a student identification number; and
  - (M) a vehicle identification number (VIN);
- (10) any information identified as personally identifiable information by court order; and
- (11) the physical address of an individual's residence

## Exceptions – Supreme Court Rule 24(c)

- (1) an account number that identifies the property alleged to be the subject of a proceeding;
- (2) the name of an emancipated minor;
- (3) information used by the court for case maintenance purposes that is not accessible by the public;
- (4) information a party's attorney, or a party if not represented by an attorney, reasonably believes is necessary or material to an issue before the court;
- (5) *(not applicable in an appellate court)*;
- (6) the initials, pseudonym, familial relationship, generic descriptor, or juror number of any person in an appellate court case identified in subsections (b)(2)-(b)(6);
- (7) any information required to be included by statute or court rule; and
- (8) any information in a transcript

**NOTE:** Supreme Court Rule 24 includes comments that explain the requirements and exceptions. The summary above is provided for reference, but you should read the rule with the comments to fully understand the rule. You can find the full rule here: [kscourts.gov/Rules-Orders/Rules/Protection-of-Personally-Identifiable-Information](https://kscourts.gov/Rules-Orders/Rules/Protection-of-Personally-Identifiable-Information)

