

# E-Services Request Form

*This form is intended for non-attorney users seeking to register for online electronic case access through the Vermont Judiciary's **Public Portal** website. This form must be filed with the court, into the case listed below, prior to any services being granted.*

Name: \_\_\_\_\_ Today's Date: \_\_\_\_\_

I am a party in case #: \_\_\_\_\_

*If you are a party in multiple cases, you only need to list one. This form will be filed into the case listed.*

*Reference this same case number when prompted during the elevated access request process on the Public Portal.*

*\*Note: elevated remote access to non-attorney case parties is NOT available in Juvenile cases.*

My role in that case is:  Plaintiff  Defendant  Petitioner  Respondent  Other \_\_\_\_\_

My email address for E-Services is \_\_\_\_\_

## I request online access to my case(s) through the Vermont Judiciary Public Portal.

*Must check each box:*

- I understand that this requires additional steps to register and request access on the site at <https://publicportal.courts.vt.gov/Portal/>.
- I understand that the email address listed above must be the one used for Public Portal registration, and that if I change my email address and/or seek to register using a different email address I must re-register and submit new documentation to the court
- I understand that I am responsible for the use of my account including any misuse resulting in improper disclosure of non-public information.

*Note: Registration for the services above does not grant access to eFiling, which is a separate registration process and which is optional for most non-attorneys. See [www.vermontjudiciary.org](http://www.vermontjudiciary.org) for more details.*

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature