## PROTHONOTARY AND CLERK OF COURTS OF INDIANA COUNTY

RANDY DEGENKOLB
PROTHONOTARY AND CLERK OF COURTS

HELEN D. HENRY

## **ON-LINE SUBSCRIPTIONS**

You can electronically access the public, civil case information of our office for a steady monthly fee. We are hopeful that you will appreciate the ease of use of this feature.

On your initial subscription, there is no charge during the month you sign-up. A monthly charge of \$25 per month (billed quarterly) begins on the first full month. On-line subscriptions are 3-month minimum. There is an additional \$25 charge to re-activate a lapsed subscription.

To sign up for this service simply <u>complete the bottom portion of this page and return the entire page</u> <u>to our office</u>. We will then provide you with the web address and a unique username/password to enable you to electronically access public, civil information.

This same public information is available to those who physically come to our office to use our 'public terminals' or who wish to see the actual, physical case files. However, sealed cases and/or sealed documents (by order of the courts), juvenile records, and mental health records are not accessible to the public.

ACCOUNT QUESTIONS: Please contact our office at 724-465-3855 (Civil Division).

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By signing this form, you agree to be invoiced quarterly at the monthly rate of \$25 for a minimum of 3-months. The sign-up activation fee is \$75 (paid up-front) - which also covers your cost for your first 3 months.	
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