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Attestation Form

Filers are required to complete an online attestation form disclosing any confidential or sensitive material in the documents to be uploaded.

The sample form below is provided to allow filers to prepare for the online attestation process. Do NOT print these forms and do NOT mail your answers as a substitute for online attestation.

By completing this form you are attesting that you have examined the papers to be filed, including all attachments, and the papers are (1) confidential in their entirety and not subject to public inspection; or (2) subject to public inspection, except for material that will be appropriately redacted or material that needs to be filed in a separate volume and marked confidential.

You will be prompted to answer up to three sets of questions. It is your professional responsibility to answer these questions accurately and carefully to ensure that confidential material is not available for public inspection.

Phase 1

Answer the following questions to determine if the papers you are filing are confidential in their entirety and not subject to public inspection.

Have all the papers been sealed by court order?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is this a Family Court proceeding (Family Court Act § 166)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is this a matrimonial action (DRL § 235) or an adoption proceeding (DRL § 114)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is this an involuntary commitment proceeding (MHL §9.31[f]), a civil commitment proceeding (MHL article 10; § 33.13), or a proceeding to commit a mentally ill inmate (Corrections Law § 402[6])?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is this a youthful offender adjudication (CPL §§ 720.15, 720.35)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is there any other statutory provision that mandates confidential filing?	<input type="checkbox"/> Yes <input type="checkbox"/> No

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Phase 2

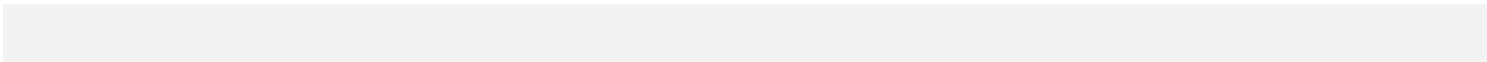
Does your filing include:

Papers sealed by court order?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Juror questionnaires and records (Judiciary Law § 509 [a])?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Alcohol and drug treatment record (MHL § 22.05; 42 CFR Park 2)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Documents that identify a victim of a sex offense or an offense that involves the transmission of HIV (Civil Rights Law § 50-b)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Grand jury report or minutes (CPL 190.25[4][a])?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Probation and pre-sentence report or memorandum (CPL § 390.50)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Records concerning a patient in a facility licensed or operated by the Office of Mental Health or the Office for People with Developmental Disabilities (MHL § 33.13)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Criminal history records (e.g., arrest records, rapsheets) (CPL 160.50[3]; 52-742 USC §3789[g]; 28 CFR Park 20)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Performance evaluations in personnel records of police officers, firefighters and correction officers (Civil Rights Law § 50-a)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Any other material that must be filed confidentially?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Phase 3

Has the following information been redacted?

Social Security, taxpayer identification or financial account numbers (shorten to last four digits)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Full dates of birth (shorten to include only year of birth. unless full date is necessary for appeal)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Names of minors (shorten to initials)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Information that may identify minors, such as exact street addresses, e-mail addresses, home telephone numbers, parents' names, names of schools	<input type="checkbox"/> Yes <input type="checkbox"/> No
Information that may identify sex crime or domestic violence victims, such as exact street addresses, e-mail addresses, home or work telephone numbers, or names of employers	<input type="checkbox"/> Yes <input type="checkbox"/> No
Information that is not necessary to the disposition of the appeal and may unnecessarily reveal personal information, such as exact street addresses, e-mail addresses, home telephone numbers, or names of employers	<input type="checkbox"/> Yes <input type="checkbox"/> No



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