

**REQUEST TO CORRECT ALASKA COURT SYSTEM  
PUBLIC INDEX (COURTVIEW) UNDER ADMINISTRATIVE RULE 40(a)  
Criminal, Minor Offense, and Civil Protective Cases Only**

Under Alaska law, court case records are considered public records unless there is an Alaska statute or court rule requiring that they be made confidential or removed from the public index. Administrative Rule 40(a) is very explicit as to which cases can be removed from the public index. Unless a case is specifically covered by a reason listed below, the case must remain on the public index.

1. Name: \_\_\_\_\_
2. Address: \_\_\_\_\_
3. Case Number: \_\_\_\_\_
4. Party Names: \_\_\_\_\_
5. I request that the above case be removed from the Alaska Court **System's public index** (CourtView) under Administrative Rule 40(a) because the case is a:

Criminal case that was dismissed for the following reason:

- the prosecuting authority declined to file a charging document.
- lack of probable cause under Criminal Rule 4(a)(1) or 5(d). A dismissal by the prosecution under Criminal Rule 43(a) does not qualify.
- an identity error under Criminal Rule 43(d).
- the named defendant is a minor wrongly charged in adult court with an offense within the jurisdiction for delinquency proceedings under AS 47.12.020. This does not include minor consuming alcohol, traffic offenses, and minor offenses.

Minor offense case that was dismissed for the following reason:

- the prosecuting authority declined to file a charging document
- an identity error under Minor Offense Rule 11(c).
- Domestic violence protective order case dismissed at or before the hearing on a short term petition. (Does not apply if case dismissed after a short term **or long term hearing**.)
- Stalking or sexual assault protective order case dismissed at or before the hearing on a short term petition. (Does not apply if case dismissed after a short term **or long term hearing**.)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Email Address (if any)

\_\_\_\_\_  
Print Name

*Instructions to Court Clerk:* Email this request and final disposition order to [helpdesk@akcourts.us](mailto:helpdesk@akcourts.us).

**Response:**

- |  |   |
|--|---|
| <input type="checkbox"/> Case removed from public index. | <input type="checkbox"/> Case not removed from public index |
| Date Sent to Requestor: _____                            | By: _____ (initials)  |