

KC SCRIPT PORTAL QUICK START GUIDE: FEE WAIVER AFFIDAVIT SEARCH

This quick start guide will show you how to search for and download any Fee Waiver Affidavits you have on file.

Note: To do this, you must be logged in to your Portal account.

1. Click Affidavit Search and Download in the top navigation bar.	King County Superior Court Clerk's Office Welcome to the Records Access Portal Home Records Request Sealed Case Access * Case Search Certified Copy Verification Affidavit search and Download My Messages My Account * Logout
2. Enter your search criteria. Then click the Search button.	Affidavit Search and Download Date Created to Status Search Clear
3. Click the view document icon to download a copy of your affidavit.	Date Created
4. The document will appear in the downloads folder on your computer.	Superior Court of Washington for King County Case No Affidavit in Support of Clerk's Fee Waiver Request I, Beth Ratzlaff, declare under penalty of perjury that: I have attached a copy of my valid benefits award letter from a Washington State Agency, or from any United States governmental agency; OR I have attached a true, accurate and complete Financial Declaration; OR Based on my income and financial means, I have been found by the Court indigent in the above-mentioned case. Sub Number: 5

