Technical Requirements

1. e-Filing account

2. Active email address to list on your e-Filing account (This email address is where all information about your cases will be mailed. Make sure your email client and Security platform will allow you to receive emails from @kingcounty.gov addresses.)

3. Internet access

4. Recommended web browser. Other versions may not be compatible with KCDC's payment processer and e-filing vendor.

- Microsoft Internet Explorer version 11
- Mozilla Firefox, most recent stable version
- Google Chrome, most recent stable version
- Apple Safari version 5.1.7 (win) and 7.0 (Mac) or newer

5. Comply with file format requirement: PDF

6. Recommend use of Antivirus software

e-Filing Document Specifications

- Comply with GR 14(a) format requirements.
- Leave an 8.5"x1.5" **blank space** at the end of document text for the judge's signature.
- Use only ADA compliant fonts (e.g., Arial, Calibri, Cambria, Geneva, Tahoma, Times, Times New Roman, Verdana)
- Use 12 to 14 point font sizes
- Use only PDF formats
- Use 200-300 DPI resolution
- DO NOT use **JavaScript and macros**
- DO NOT use any hyperlinks
- 50 MB document size limit