

NEWS RELEASE

SUPERIOR COURT OF CALIFORNIA

COUNTY OF SAN FRANCISCO



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BRANDON E. RILEY
Court Executive Officer

San Francisco Superior Court Now Accepts Records Requests and Payments Online

Online Portal Covers Criminal, Civil, Family Law, and Judicial Administrative Records

SAN FRANCISCO, CA - Members of the public can now submit, track, and pay for court records requests online through the [San Francisco Superior Court's GovQA records request portal](#). The portal accepts requests for criminal case records, civil case records, and judicial administrative records. Civil records and online payment are the newest additions, while criminal and judicial administrative records became available earlier this year. Family law requests can now be submitted through the portal's civil case records option.

"Public access to court records is fundamental to an open and accountable court," said Presiding Judge Rochelle C. East. "Those records allow the public to see the work of the courts for themselves. The portal makes them easier to request from anywhere, while the protections for confidential and sensitive information remain fully in place."

For the first time, people can pay for any records request through the portal, using a payment system provided by Point&Pay.

To get started, users create an account, choose the type of record they need, and fill out the request form. Each request receives a reference number and an email confirmation. Users can check the status of their requests and message Court staff through the portal as well.

"Members of the public can now submit a records request, pay for it, and follow its progress in one place," said Court Executive Officer Brandon E. Riley. "That makes the process simpler and more transparent for everyone who relies on court records. I thank our Information Technology team and our staff across the Court for implementing it division by division."

Under California Rules of Court, rule 2.503(c), the public may not access remotely certain electronic records. Requests for public, nonconfidential records will generally be fulfilled by mail or in-person pickup, as selected by the requestor. Some records not available to the general public may be requested by individuals legally entitled to them. The Court will review those requests under applicable law and may require verification of

identity and eligibility before releasing any records authorized for disclosure. Sealed records require court authorization for release.

GovQA is an additional option, not a replacement. People can still request records in person using the Court's paper records request form.

How to get started

- Step-by-step instructions: <https://sf.courts.ca.gov/system/files/general/general-noncourt-user-govqa-sop.pdf>
- Submit a request: https://sfcourtsca.govqa.us/WEBAPP/_rs/

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