

**JISCR 15**  
**DATA DISSEMINATION OF ELECTRONIC COURT**  
**INFORMATION**

Due to the confidential nature of some court information, authority over the dissemination of such information shall be exercised by the judicial branch pursuant to General Rule (GR) 31 (Court Case Records) and GR 31.1 (Court Administrative Records). In furtherance of the access to records requirements in GR 31 and GR 31.1, this rule establishes the minimum criteria to be met by each information request before allowing dissemination.

**(a) Application.** This rule applies to all requests for electronic court information submitted by an individual, as well as public and private associations and agencies. This rule does not apply to requests initiated by or with the consent of the Administrator for the Courts for the purpose of answering a request vital to the internal business of the courts.

**(b) Excluded Information.** Records sealed, exempted, or otherwise restricted by law or court rule may not be released to the general public except by court order.

**(c) Data Dissemination Policies and Procedures.** The Administrative Office of the Courts shall promulgate policies and procedures for handling applications for electronic information. These policies and procedures shall be subject to the approval of the Judicial Information System Committee.

**(d) Information for Release of Data.** Information that must be supplied by the requestor and upon which evaluation will be made includes:

- (1) Requestor's identifying information;
- (2) Statement of the intended use and distribution;
- (3) Type of information needed.

**(e) Criteria To Determine Release of Data.** The criteria against which the applications are evaluated are as follows:

- (1) Availability of data;
- (2) Specificity of the request;
- (3) Potential for infringement of personal privacy created by release of the information requested;
- (4) Potential disruption to the internal, ongoing business of the courts.

**(f) Costs.** The requestor shall bear the cost of honoring the request for information in accordance with section (c).

**(g) Appeal.** If a request is denied by the Administrator for the Courts, the requestor may appeal the decision to the Judicial Information System Committee in accordance with section (c). The Judicial Information System Committee shall review and act upon the appeal in accordance with procedures promulgated by the Committee for this purpose.

[Adopted effective March 20, 1981; Amended effective July 1, 1987; September 1, 2025.]