

# SUBSCRIBER AGREEMENT FOR INTERNET ACCESS TO MIDDLESEX CIRCUIT COURT DOCUMENTS

THIS AGREEMENT is made this date by and between the Middlesex Circuit Court Clerk and

**A. Corporation Agreement**

\_\_\_\_\_ (Corporate Subscriber), and \_\_\_\_\_ (Employee/User),

\*\*\* OR \*\*\*

**B. Individual Agreement**

\_\_\_\_\_ (Individual Subscriber/User).

## 1. TERM OF AGREEMENT

It is the intent of the parties to participate in a remote access program to commence on the day the User ID and Password are assigned and continue until terminated as provided herein.

## 2. SUBSCRIBER OPTIONS

The Clerk provides an on-line database allowing "inquiry-only" access to the Middlesex Circuit Court's indices and/or documents.

## 3. DAYS AND HOURS OF OPERATION

The Internet access to the Middlesex Circuit Court documents may be available seven days a week, twenty-four hours a day, including all holidays, or otherwise at the discretion of the Clerk, except during periods:

- A. Of preventative and remedial maintenance
- B. Of operational issues beyond the control of the Clerk
- C. When intrusions against security are being remedied

## 4. FEES

The fee for the Subscriber is \$50.00 per month per user. Payments are prepaid through the online Secure Remote Access System (<https://risweb.vacourts.gov/jsra/sra/#/home>) upon the creation of the account. All payments are non-refundable, and subsequent payments are due on a scheduled basis based on the Subscriber Type selected. The Clerk will not bill for Subscriber fees. The Clerk reserves the right to suspend or terminate service to the Corporate Subscriber and Employee/User and/or Individual User if payment is not received. All fees are subject to change. The subscriber has the option of terminating this agreement in accordance with Section 12.

## 5. SERVICES

The Clerk, deputies, employees or agents shall provide the Employee/User with "inquiry-only" access to the documents management system database (the Database).

The Clerk, deputies, employees or agents shall provide the Corporate Subscriber and/or Employee/User with documentation and limited consultation on specific problems that arise in the use of the website. The Clerk does not guarantee consultation results nor warrant or represent that all errors or problems shall be corrected.

## 6. CORPORATE SUBSCRIBER AND EMPLOYEE/USER and/or INDIVIDUAL SUBSCRIBER OBLIGATIONS

It is the responsibility of the Subscriber to purchase computer hardware and software and/or make modifications to their existing equipment that are necessary for access to the Database.

All Subscribers are responsible for ensuring that unauthorized personnel who are not identified within this agreement do not have access to the account. Only Users who have registered and have been issued passwords will have access to the Database. Passwords are non-transferable.

Subscribers shall execute the Subscriber Agreement and be responsible to the Clerk for the proper use of the website pursuant to the Subscriber Agreement.

Information accessed from the Database is for the use of the Subscriber only. **SUBSCRIBERS AND/OR USER ARE SPECIFICALLY PROHIBITED FROM POSTING COPIES OF THE DOCUMENTS OR INDICES FROM THE DATABASE TO THE INTERNET.**

**§17.1-294(D)**

Nothing in this section shall be construed to permit any data accessed by secure remote access to be sold or posted on any other website or in any way redistributed to any third party, and the clerk, in his discretion, may deny secure remote access to ensure compliance with these provisions. However, the data accessed by secure remote access may be included in products or services provided to a third party of the subscriber provided that (i) such data is not made available to the general public and (ii) the subscriber maintains administrative, technical, and security safeguards to protect the confidentiality, integrity, and limited availability of the data.

The Subscriber and/or User are responsible for ensuring that the use of information from the Database is conducted in a proper and legal manner. If the Subscriber and/or User is convicted of a crime, including but not limited to, a violation of the Virginia Computer Crimes Act (§18.2-152.1 of the Code of Virginia), arising out of their use of the Database, the Clerk shall have the right to terminate this agreement immediately. This shall not be construed as prohibiting the Clerk from pursuing any other remedy available to the Clerk for such breach.

**7. LIMITATION OF LIABILITY**

The Corporate Subscriber and Employee/User *and/or* individual user relieve and release the Clerk, deputies, employees or agents from liability for any and all damages resulting from interrupted service of any kind. The Corporate Subscriber and Employee/User *and/or* individual user further relieve and release the County Middlesex, their Board of Supervisors *and/or* City Council, officers and their deputies, employees and agents from liability for any and all damages resulting from interrupted service of any kind. The Corporate Subscriber and Employee/User *and/or* individual user also relieve and release the Office of the Executive Secretary, Supreme Court of Virginia, employees and agents from liability for any and all damages resulting from interrupted service of any kind.

The Corporate Subscriber and Employee/User *and/or* individual user hereby relieve and release and hold harmless the Clerk, the County of Middlesex, their Board of Supervisors *and/or* City Council, officers and their deputies, employees or agents of any liability for any and all damage resulting from incorrect data or any other misinformation accessed from this service. The Corporate Subscriber and Employee/User *and/or* individual user also relieve and release the Office of the Executive Secretary, Supreme Court of Virginia, employees and agents from liability for any and all damages resulting from incorrect data or any other misinformation accessed from this service.

The Corporate Subscriber and Employee/User *and/or* individual user agree that the Clerk, the County of Middlesex, their Board of Supervisors *and/or* City Council, officers and their deputies, employees or agents shall not be liable for negligence or lost profits resulting from any claim or demand against the Corporate Subscriber and Employee/User *and/or* individual user by any other party. The Corporate Subscriber and Employee/User *and/or* individual user also relieve and release the Office of the Executive Secretary, Supreme Court of Virginia, employees and agents from liability for any and all damages resulting from any claim or demand against the Corporate Subscriber and Employee/User *and/or* individual user by any other party.

In no event will the Clerk, the County of Middlesex, their Board of Supervisors *and/or* City Council, officers and their deputies, employees or agents be liable for consequential damages even if the Clerk, the County of Middlesex has been advised of the possibility of such damages.

It is acknowledged by the Corporate Subscriber and Employee/User *and/or* individual user that the County of Middlesex, their Board of Supervisors *and/or* City Council, officers and their deputies, employees or agents are not a party to this agreement and the County and City shall incur no liability hereunder.

This agreement creates no rights or privileges that are enforceable by anyone not a party to this agreement.

The information or data accessed by the Corporate Subscriber and Employee/User *and/or* individual user may or may not be the official government record required by law. In order to assure the accuracy of the data or information, the Corporate Subscriber and Employee/User *and/or* individual user should consult the official governmental record.

Nothing in this agreement shall be construed as waiving the sovereign or governmental immunity of the Clerk, the County of Middlesex, their Board of Supervisors *and/or* City Council, officers and their deputies, employees or agents.

**8. ASSIGNMENT**

The Corporate Subscriber and Employee/User *and/or* individual user agree not to assign any right or interest in this agreement. Any attempt by the Corporate Subscriber and Employee/User *and/or* individual user to transfer by any means, any of the rights, duties, or obligations of this agreement shall cause this agreement to be null and void.

**9. GOVERNING LAW**

This agreement and/or any dispute arising therefrom shall in all respects be governed by and interpreted in accordance with the applicable law of the Commonwealth of Virginia.

## 10. ENTIRE AGREEMENT

Any legislative changes, additions or deletions shall automatically become a part of this contract as of the effective date of said legislative changes.

This agreement contains the entire understanding of the parties, there being no promises, warranties, or undertakings, written or oral, other than those expressly set forth herein. Furthermore, no modifications, alterations or amendments to this agreement shall be valid unless in writing, and signed by all parties, except as otherwise provided herein.

## 11. SEVERABILITY

If any provision (or part thereof) of this agreement is found to be invalid, then it shall be stricken and have no effect. The remaining provisions shall continue in full force and effect.

## 12. TERMINATION

Either party may terminate this agreement without cause. Corporate Subscriber and Employee/User *and/or* individual user remains responsible for payment of fees for services rendered or obligations incurred.

This agreement may be immediately terminated by the Clerk for Corporate Subscriber and Employee/User *and/or* individual user failure to provide correct or complete information on the application, failure to comply with the terms of this agreement, failure to make payments of fees or breach of agreement.

This agreement shall terminate immediately if the Commonwealth of Virginia, County of Middlesex fails to appropriate and continue funding for services provided under this agreement. Corporate Subscriber and Employee/User *and/or* individual user acknowledge that the Clerk has no control over the amount of appropriations, if any, that the Commonwealth of Virginia, County of Middlesex will provide for continuation of the services under this agreement.

The Clerk may terminate access for the Corporate Subscriber and Employee/User *and/or* individual user upon notice.

## 13. DEFINITIONS

1. "Public access" means that the public can inspect and obtain a copy of the information in a court record.
2. "Remote access" means that inspection can be made without the need to physically visit the courthouse where the court record is maintained.
3. "Corporate Subscriber" means a business or nonprofit entity, organization or association whose employee or employees have been authorized by the Clerk of the Middlesex Circuit Court to have remote access to court documents on its website. Corporate Subscriber shall identify each employee who will have remote access to the documents on the circuit court-controlled website and each employee shall obtain a User ID and Password from the clerk. The Corporate Subscriber and each employee shall execute the Subscriber Agreement and be responsible to the Clerk for the fees and the proper use of the website pursuant to the Subscriber Agreement.
4. "Employee/User" means an employee or user of a Corporate Subscriber that has been authorized by the Corporate Subscriber to have remote access to the documents on the Court website and has accepted the terms and conditions of this agreement.
5. "Individual Subscriber" means an individual user that has accepted the terms and conditions of this agreement.
6. "Court Controlled Website for Documents" means a website or remote access system owned and operated by the Court or a public or private agent that operates the website for the Court.

## 14. APPLICATION

An application must be completed and approved by the Clerk before the User ID and Password will be issued.

IN WITNESS WHEREOF, the parties hereto have executed this agreement.

**Corporation Agreement**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Officer of Corporate Subscriber

\_\_\_\_\_  
Name of Corporate Subscriber

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee/User

STATE OF \_\_\_\_\_

CITY/COUNTY OF \_\_\_\_\_

Subscribed to before me by \_\_\_\_\_ and \_\_\_\_\_

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. My commission expires \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Registration Number

**Individual Agreement**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Individual Subscriber/User

STATE OF \_\_\_\_\_

CITY/COUNTY OF \_\_\_\_\_

Subscribed to before me by \_\_\_\_\_ and \_\_\_\_\_

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. My commission expires \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Registration Number

FOR CLERK'S OFFICE USE ONLY:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Rachel K. Hartenbach, Clerk  
Middlesex Circuit

STATE OF \_\_\_\_\_ VIRGINIA \_\_\_\_\_

CITY/COUNTY OF \_\_\_\_\_ MIDDLESEX \_\_\_\_\_

Subscribed to before me by \_\_\_\_\_ and \_\_\_\_\_

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. My commission expires \_\_\_\_\_.

\_\_\_\_\_  
Notary Public / Deputy Clerk

**APPLICATION FOR INTERNET ACCESS TO RECORDS MANAGEMENT SYSTEM**

The approval of this application is at the discretion of the Clerk of the Middlesex County Circuit Court. By signing this application, the Subscriber acknowledges and accepts the terms and conditions of the *Subscriber Agreement for Internet Access to Middlesex County Circuit Court Documents* as incorporated by reference herein.

**SUBSCRIBER'S NAME:** \_\_\_\_\_  
**NAME OF BUSINESS, if applicable:** \_\_\_\_\_  
**EMAIL ADDRESS:** \_\_\_\_\_  
**STREET ADDRESS:** \_\_\_\_\_  
**CITY/STATE/ZIP:** \_\_\_\_\_  
**PHONE NUMBER:** \_\_\_\_\_  
**UNITED STATES CITIZEN:** Y N (Please circle one)

I certify that the information above is true and correct.

\_\_\_\_\_  
SIGNATURE

STATE OF \_\_\_\_\_  
City/County of \_\_\_\_\_

I, \_\_\_\_\_ a Notary Public, do hereby certify that on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, \_\_\_\_\_ personally appeared before me and swore and acknowledged to me that the statements contained therein are true and correct.

My Commission Expires: \_\_\_\_\_

\_\_\_\_\_  
Notary Public Printed Name

\_\_\_\_\_  
Notary Public/Clerk/Deputy Clerk

\_\_\_\_\_  
Notary Public Telephone Number

\_\_\_\_\_  
Notary Public Registration Number

**For use by Circuit Court Clerk's Office only**

**SUBSCRIBER ID** \_\_\_\_\_

**PASSWORD** \_\_\_\_\_