

PROBATE COURT OF MONTGOMERY COUNTY, OHIO
Alice O. McCollum, Judge

IN THE MATTER OF _____
CASE NO. _____

PERSONAL IDENTIFIERS OMISSION FORM

Pursuant to Superintendence Rule 45 (D) (2), when personal identifiers are omitted from a case document submitted to the Court for filing, the party who submitted the case document shall submit the omitted information on this form. This form is not a public record and will not be maintained with the case file or imaged on the Court's website.

OMITTED PERSONAL IDENTIFIERS

<u>ITEM OMITTED</u> (List Number)	<u>TYPE OF NUMBER</u> (SSN, Account No., etc)	<u>FORM WHERE OMISSION</u> <u>WAS MADE</u> (e.g. Form 6.1, Form 13.1)
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____
7. _____	_____	_____
8. _____	_____	_____
9. _____	_____	_____
10. _____	_____	_____

NOTICE

Effective July 1, 2009 the Rules of Superintendence are modified to add Rules 44 through 47. These new Rules of Superintendence are rules regarding public records in Ohio and establish a presumption that court records are open to public access.

Under these new Rules, any party submitting documents to the court for filing shall omit personal identifiers from the document. The term "personal identifiers" means in pertinent part: social security numbers, except for the last four digits, financial account numbers, including but not limited to debit card, charge card, and credit card numbers; and employer and employee identification numbers.

The responsibility for omitting personal identifiers shall rest solely with the party filing or submitting the document to the court. The clerk or court is not required to review documents to confirm that the party has omitted personal identifiers and shall not refuse to file a document with personal identifiers. When personal identifiers are omitted from a document filed by a party, the party shall submit the omitted information on a separate form. Montgomery County Probate Court has adopted Local Probate Form M 2 to be used to submit the omitted information to this court. This form can be found on the Court's website under Miscellaneous forms.

Montgomery County Probate Court will offer remote access to public records on the Court's website at www.mcoho.org/probate.

Adopted: 6/22/09

Revised:

SUPERINTENDENCE RULE 45.1

PUBLIC RECORDS

LOCAL RULE 45.1

- (A) Any party submitting a document to this court for filing shall omit personal identifiers from the document.
- (B) The term “personal identifiers” means social security numbers, except for the last four digits, financial account numbers, including but not limited to debit card, charge card and credit card numbers and employer and employee identification numbers.
- (C) When personal identifiers are omitted from a document filed with this court the party shall submit the omitted information to the court on a separate form. The party shall use Local Probate Court Form M 2, Personal Identifiers Omission Form, to submit this information to this court.