

Attorney Application for Tier 2 Online Access to re:Search©NM

New Mexico Administrative Office of the Courts - Judicial Information Division

*202 E. Marcy Street
Santa Fe, NM 87501
Phone: 505-629-3291*

*111 Lomas Blvd, NW – Suite 400
Albuquerque, NM 87125
Email: support@nmcourts.gov*

Reminder: Before submitting this form, register for your account at <https://researchnm.tylerhost.net>

Introduction

Pursuant to the New Mexico Supreme Court Order, attorneys (as provided in the Case Access Policy for Online Court Records) may apply to receive login credentials to view court cases currently digitized in the New Mexico Judiciary's Odyssey Case Management System using the re:Search©NM web application. Access to court records in re:Search©NM is a privilege conferred by the Supreme Court to aid the efficient administration of justice to the extent permitted by law. Access will be granted only to applicants who qualify and who agree to the terms of use and non-disclosure set forth below.

Due to varying restrictions on public access for certain case types as provided by law, cases in re:Search©NM are divided into three tiers with three corresponding levels of access, which are defined as follows:

- **Tier 1:** Attorneys who have a re:SearchNM account already have Tier 1 included in their access. Most cases that are viewable in re:Search©NM fall within Tier 1, including most civil, probate, domestic relations, domestic violence, parentage, and criminal case types. Attorneys can self-register for Tier 1 access on the re:Search©NM site.
- **Tier 2.1:** Cases in Tier 2 includes delinquency proceedings in Children's Court cases. To request access to view Tier 2 cases in re:Search©NM, you must complete Part B of this application, and the New Mexico Administrative Office of the Courts Terms of Use and Non-Disclosure Agreement.
- **Tier 2.5:** Cases in Tier 2.5 are subject to strict confidentiality protections. Tier 2.5 cases include proceedings under the Abuse and Neglect Act, the Families in Need of Court-Ordered Services Act, adoption proceedings, and mental health proceedings. Only Law Enforcement Officers may view these cases.

Use of re:Search©NM for any purpose other than viewing individual electronic court records, including attempting to download multiple records, is strictly prohibited. Data use is subject to NMSA 1978, Section 14-3-15.1. The Administrative Office of the Courts reserves the right to redact information from re:Search©NM court case files as required by law. Online access does not include documents that have been sealed in a particular case, regardless of tier or case type.

Application Process

Attorneys should apply for an account to access Tier 1 and their Attorney of Record cases in re:Search©NM by going to the re:SearchNM site to self-register.

To apply for access to Tier 2 re:Search©NM court case files, please complete Parts A and B of this application. Each applicant requesting access must submit the application via email to the New Mexico Administrative Office of the Courts Judicial Information Division ("JID") at support@nmcourts.gov.

All information provided to JID in your application will be held confidential and will only be used to open and manage your account.

Because Tier 2 cases include confidential information that must be protected by law, Tier 2 access is limited to applicants who qualify for access under state or federal law and who demonstrate a compelling need to view delinquency proceedings.

Access to Tier 2 cases will be granted only upon approval by the Online Access Subcommittee and may take up to sixty (60) business days to process. The terms of use and non-disclosure as set forth in your application apply to any access you are granted for Tier 2 case types.

If approved, your self-registered re:SearchNM account will be upgraded to allow access to Tier 2 cases, so you can log into the same account.

Part A:

Attorney License Information

Limited License Attorney? Yes

If yes, include the limited license certificate of admission

Pro Hac Vice? Yes

If yes, please attach to this application your Rule 24-106 NMRA Pro Hac Vice Registration Certificates related to any case numbers listed below.

Case Number(s): _____

Prefix: Mr./Ms. Other(specify): _____

First Name: _____ Last Name: _____

Title: _____

Email: _____ Phone: _____

Supreme Court CAID number: _____ Your CAID number, is a 5-digit number with the first two digits corresponding to the year your CAID number was issued, followed by a slash and three more digits, such as "05/111." It may appear on your bar card near your state bar number. If you have trouble locating your CAID number, please contact the New Mexico Supreme Court at [505-827-4860](tel:505-827-4860) or nmsupremecourtclerk@nmcourts.gov to obtain your CAID number.

Business Contact Information

Business Name: _____

Business Physical Address: _____

Business Mailing Address: _____

Business City, State and Zip: _____

Business Phone: _____

Attorney Contact Telephone Numbers: _____(Office)

_____ (Fax)

Attorney Business Email: _____

Part B: Tier 2 Access

Name: _____

Delinquency Proceedings: Users requesting access to delinquency proceedings in Children’s Court must represent juveniles in criminal or delinquency cases, and may go before the Online Access Subcommittee for approval and can take up to sixty (60) business days to process. Information in delinquency proceedings includes information that is protected by various provisions of law, including the Delinquency Act and Rule 10-166 NMRA.

Request Tier 2 access to Delinquency Proceedings? **Yes**

If you represent juveniles in criminal or delinquency cases, please select the option that best describes you:

_____ **New Mexico District Attorney or Assistant District Attorney**

_____ **New Mexico Public Defender or Assistant Public Defender**

_____ **Private attorney who represents children in delinquency proceedings**

_____ **Other attorney:** _____

If you selected other attorney, please explain your compelling need for access to Delinquency Proceedings. Your explanation will be considered by the Online Access Subcommittee of the Judicial Technology Council:

New Mexico Administrative Office of the Courts

Terms of Use and Non-Disclosure Agreement

This application is used to determine whether the applicant should be granted authorization to access court case files in re:Search©NM. The court case files in re:Search©NM may contain protected personal identifiers and other confidential information that must be protected by law. The Administrative Office of the Courts reserves the right to redact protected personal identifiers and other confidential information from court case files in re:Search©NM. Submitting this application constitutes an agreement between the New Mexico Administrative Office of the Courts and you to certain terms of use and non-disclosure as set forth in the Application.

As an authorized user of court case files in re:Search©NM, regardless of tier type, you agree to the following:

- To not share your login credentials with any individual;
- To not disclose any information protected by law that you gain through accessing court case files in re:Search©NM unless such disclosure is through the discharge of your official duties as an officer of the court or as otherwise required by law; and,
- To take all reasonable precautions to protect all case information, including protected personal identifier information in court case files in re:Search©NM as required by Rules 1-079, 2-112, 3-112, 5-123, 6-114, 7-113, 8-112, 10-166, and 12-314NMRA.

None of the provisions of this agreement can be waived or modified by the Administrative Office of the Courts or its employees. The laws of the State of New Mexico, Supreme Court rules, including disciplinary rules, and any and all applicable legal remedies shall govern this agreement. This agreement may be terminated by the Administrative Office of the Courts for any violation of its terms.

Applicant Signature: _____ **Date:** _____

Applicant Full Name: _____

- If applicable, Rule 24-106 NMRA Pro Hac Vice Registration Certificate is attached.
- If applicable, Limited License Certificate of Admission is attached.