

**DOMAINWEB TERMS AND CONDITIONS OF USE**  
**(Effective May 27, 2014)**

**Fee Information**

There is no registration fee. However, the Superior Court of California, County of Alameda (“Court”) has established a fee for access to information via DomainWeb. All registered users will be charged as follows:

- Online name searches are \$1.00 per search.
- Subject to certain exceptions for some documents which may be viewed for free, the general charge to view or download documents is \$1.00 per page for the first five pages and \$0.50 for each additional page thereafter, up to a maximum of \$40.00.

**DomainWeb Policies and Procedures**

There is a charge for accessing information through DomainWeb. By registering for a DomainWeb account, users assume responsibility for all fees incurred through the usage of this account.

Certain types of accounts may be designated by the Presiding Judge of the Superior Court of California, County of Alameda, as exempt from fees for viewing or downloading documents. No accounts will be exempted from name search fees. If a user believes that they qualify for a fee-exempt account, the user will provide any identifying information required by the Court to verify eligibility. By registering for a fee-exempt account, the user attests and warrants that they meet the qualifications for such an account to the best of their knowledge. If a user’s account is approved as exempt from fees for viewing or downloading documents, the user agrees that they will use the account only within the scope of the fee exemption.

Users must alert [AskFinance@alameda.courts.ca.gov](mailto:AskFinance@alameda.courts.ca.gov) as to any errors in billing within 90 days of the date of the bill.

Account usage is billed on a monthly basis. Users will receive a monthly invoice via U.S. mail at the address submitted in their registration form. The invoice will contain a summary of the charges the user’s account has incurred. Invoices must be paid within thirty (30) days of the invoice date. Invoices may be paid via check, money order, or cashier’s checks from a financial institution based in the United States of America. If a user wishes to pay via Visa or MasterCard, they may do so by submitting credit card information by U.S. mail only. A user SHOULD NOT include credit card information on any email communications to [AskRecordsManagement@alameda.courts.ca.gov](mailto:AskRecordsManagement@alameda.courts.ca.gov). ANY emails containing credit card information will immediately be deleted and the payment will not be processed.

Failure to pay DomainWeb bills on time may subject a user to debt collection measures, including but not limited to referral to a private collection agency. Accounts that are referred to a private collection agency may be assessed substantial collection fees in addition to the outstanding debt owed to the Court.

Users must provide accurate and complete information in registering for a DomainWeb account. Users will promptly inform [AskRecordsManagement@alameda.courts.ca.gov](mailto:AskRecordsManagement@alameda.courts.ca.gov) of any changes to their information, in particular any change that would disqualify them from fee-exempt status.

The DomainWeb account being registered is for the use of the named user only. Users are responsible for preventing unauthorized use of the account. If a user believes there has been unauthorized use on their account, they must notify [AskRecordsManagement@alameda.courts.ca.gov](mailto:AskRecordsManagement@alameda.courts.ca.gov) immediately.

The Superior Court of California, County of Alameda reserve(s) the right to:

- Suspend service to any account in which the amount due is not paid by the due date.
- Demand immediate payment, outside of the regularly scheduled billing cycles, of an account at any time that the Court determines the action is necessary.
- Reject an account registration request that the Court determines to be related to an existing DomainWeb account with a past due balance.
- Suspend service to an account if any part of the information provided to the Court as part of this account registration process is fraudulent.
- Turn over Information about the account and any accounts determined to be related to it to law enforcement authorities.
- Suspend or reduce service to, or otherwise restrict access to DomainWeb by, any account that causes an unacceptable level of congestion or a disruption to the operations of DomainWeb, the Court, or another DomainWeb user.
- Suspend service to an account at any time that the Court determines the action is necessary to prevent fraud or to maintain the security of its computer systems and networks.
- Require prepayment as a condition to the resumption of service for any account that has (a) had service suspended or restricted for any reason; (b) had multiple instances of late payments; or (c) been requested to make immediate payment of fees incurred.

Any attempt to collect data from DomainWeb in a manner which avoids billing is strictly prohibited and may result in criminal prosecution or civil action. DomainWeb privileges will be terminated if, in the judgment of the Court, they are being misused. Misuse includes, but is not limited to, using an automated process to repeatedly access those portions of DomainWeb that do not assess a fee for purposes of collecting case information.

An account determined by the Court to be related to an account that has been subject to an action outlined above may also be subject to the same action. Accounts may be determined to be related based on information obtained by the Court during registration or other contact with the Court.

If these Terms and Conditions of Use change in a significant way, information regarding the changes will be posted on the DomainWeb web site. It is the account holder's responsibility to check these Terms and Conditions of Use regularly for changes. Continued use of DomainWeb following the posting of changes will mean that the account holder accepts and agrees to the changes.