

Office Use Only

Orig. Agmt. Date _____
Acct Renewed by _____
Subscription Term:
_____ to _____
Paid in Full/\$300 Due _____
Initial exp. date _____

**Chesterfield Circuit Court Clerk’s Office
Secure Remote Access Renewal – Individual**

Individual Subscriber Renewal Application/Agreement

The Individual Subscriber listed below hereby requests a one-year renewal of his/her SRA Agreement and subscription *still in effect**. Said renewal is requested to begin immediately upon expiration of the existing subscription. The approval of this request is at the discretion of the Circuit Court Clerk.

Individual’s Name: _____

Business Name (if applicable): _____

Are you the sole owner of the business above? Yes No

If no, Business Subscriber Renewal Application/Agreement is also required

Physical Address: _____
(PO Boxes not acceptable)

Mailing Address: _____

E-mail Address: _____

Daytime Phone Number: _____ Business/Cell/Home (Circle one)

Are you a citizen of the United States?¹ YES NO

If not a citizen of the United States, please list citizenship: _____

By signing the Application, the Subscriber re-acknowledges and accepts the terms and conditions of the Chesterfield Circuit Court Clerk’s Office’s Individual Subscriber Agreement for Secure Remote Access (Rev. 6/4/2015 or after) previously executed.

Signature: _____

I certify that the information above is true and correct.

*** RENEWAL FORM CANNOT BE USED IF PREVIOUS SUBSCRIPTION/ACCOUNT HAS EXPIRED.**

Payment Requirements: Submit cash, check or money order payable to the Chesterfield Circuit Court Clerk in the amount of \$600.00 per user (or \$300.00 per user if planning to pay in six-month increments). Visa and MasterCard payments are also accepted. A \$2.00 convenience fee will be assessed on all Visa/MasterCard transactions.

¹ United States Citizenship may or may not be a requirement for having your application approved.