

**REQUEST FOR CONFIDENTIALITY — CIVIL**

Commonwealth of Virginia Va. Code §§ 20-60.3; 20-146.20E

Case No. ....

TO: .....

Circuit Court

Juvenile and Domestic Relations District Court

vs. ....

*In re:* .....

**Custody Proceeding:** I request that the above-named court(s) not disclose, release or allow to be examined any identifying information about me because my health, safety or liberty would be jeopardized by the disclosure of such information.

**Support Proceeding:** I request that the above-named court(s) not disclose, release or allow to be examined any information about me because  a protective order has been issued  I am at risk of physical or emotional harm from the other party.

**SHERIFF/PROCESS SERVER: THE INFORMATION CONTAINED IN THIS DOCUMENT IS CONFIDENTIAL AND MAY NOT BE DISCLOSED TO THE PARTIES OR TO THE PUBLIC.**

NAME

ADDRESS

DATE OF BIRTH

SOCIAL SECURITY NUMBER

EMPLOYER NAME AND ADDRESS

HOME TELEPHONE NUMBER

WORK TELEPHONE NUMBER

VIRGINIA DRIVER'S LICENSE NUMBER

**NOTICE:** When a party to a custody proceeding requests that information be kept confidential, this information shall not be released except by order of the court. In support cases where a person requests that information be kept confidential, the information should not be released except by order of the court.

DATE OF REQUEST

SIGNATURE OF PARTY MAKING REQUEST

Received on: .....  
DATE AND TIME

by .....  
 CLERK/DEPUTY CLERK  MAGISTRATE  INTAKE OFFICER

**TO THE CLERK: PLACE IN A SEALED ENVELOPE**