

## **AGREEMENT CONCERNING ACCESS TO COURT FORMS**

The Administrative Office of the Courts, the staff agency to the Judicial Council of California, the policy-making body of the California court system (the "AOC"), is making various juvenile court forms available to you in unlocked versions of Microsoft Word© ("Forms") for the sole purpose of permitting you to incorporate these Forms into your case management system. By returning a signed version of this agreement to the AOC, the AOC will upon approval of the submitted list of names forward to you a web site address ("Website") and password that will permit access to the Forms for downloading. By executing this agreement you, and any personnel that you authorize to access the Forms, agree to be bound by ALL of the terms and conditions set forth below.

You agree that access to the Forms and the Website will be strictly limited to authorized personnel on a need-to-know basis and solely for the purpose of incorporating the Forms into your case management system. You further agree that only the persons listed below will be authorized to access the Forms and Website. You may amend the list of authorized persons at any time by forwarding an amended version of this agreement to the AOC for approval.

You agree that the Forms may be used solely for the purpose of incorporating the Forms into your case management system, and that you will make no other use or distribution of the Forms. You agree to take all necessary and appropriate steps to prevent unauthorized access or distribution of the Forms.

The Forms shall be accessible to users of your case management system only in a format that does not permit the user to make any changes or edits to the Forms, except to the extent the user is permitted to enter information requested by the Forms in the appropriate spaces provided.

You agree not to materially alter, change or add to the content of the Forms, and to faithfully incorporate the content and format of the Forms in your case management system as closely as technically practicable to the original Forms. You will be responsible for and promptly correct any errors or omissions in the Forms made available to end-users, and to implement at your own cost any and all changes to the Forms requested by the AOC.

You may not copy or distribute the unlocked version of the Forms, except that you may make one copy for back-up and archival purposes. Except for such back-up and archival copies, all copies of the unlocked Forms shall be destroyed upon completing the incorporation of the Forms into your case management system.

**YOU UNDERSTAND THAT THE FORMS ARE PROVIDED "AS IS" WITHOUT ANY WARRANTY WHATSOEVER. THE AOC DISCLAIMS ALL WARRANTIES AND CONDITIONS, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.**

**THE AOC SHALL NOT BE LIABLE FOR ANY LOSS OR DAMAGE HEREUNDER, INCLUDING, WITHOUT LIMITATION, ANY INACCURACY OF DATA, LOSS OF**

PROFITS OR DIRECT, INDIRECT, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES, EVEN IF IT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

This Agreement constitutes the complete agreement between the parties with respect to the Forms and is governed by the laws of the State of California (other than its conflict of law provisions).

BY EXECUTING THIS AGREEMENT, YOU AGREE TO BE BOUND BY THE TERMS AND CONDITIONS SET FORTH ABOVE.

\_\_\_\_\_  
Entity Name

\_\_\_\_\_  
Authorized signature

\_\_\_\_\_  
Printed name

\_\_\_\_\_  
Title

List of Authorized Personnel

Name	Title	Phone Number	Email Address
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____