

Office Use Only

Acct Renewed by _____
Subscription Term: _____
_____ to _____

Chesterfield Circuit Court Clerk's Office

OCRA Renewal Application/Agreement (Remote Access to Case Images)

The OCRA user(s) listed below hereby request(s) a one-year renewal of the OCRA Agreement(s) and subscription(s) *still in effect**. Said renewal is requested to begin immediately upon expiration of the existing subscription(s). The approval of this request is at the discretion of the Circuit Court Clerk. **This renewal application must be signed by the attorney who signed the original application.**

ATTORNEY'S/APPLICANT'S NAME:

BUSINESS NAME (if applicable):

STREET ADDRESS:

PHONE NUMBER: _____

EMAIL ADDRESS: _____

VIRGINIA STATE BAR NUMBER: _____

CHECK HERE IF ATTORNEY HAS ACCOUNT THAT SHOULD BE RENEWED

It is requested that accounts for the following employees I supervise (Authorized Users) be renewed pursuant to this Agreement (use additional pages if necessary). ****New users should not be listed here.**

1. _____
2. _____
3. _____

By signing below, the Subscriber re-acknowledges and accepts the terms and conditions of the Chesterfield Circuit Court Clerk's Office's User Agreement for OCRA (Rev. 9/22/2016 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.**

**** NEW USER? COMPLETE APPLICATION/AGREEMENT FOR FIRST TIME SUBSCRIBERS.**

Payment Requirements: Submit cash, check or money order payable to the Chesterfield Circuit Court Clerk in the amount of \$100.00 per user. Visa and MasterCard payments are also accepted. A \$2.00 convenience fee will be assessed on all Visa/MasterCard transactions.