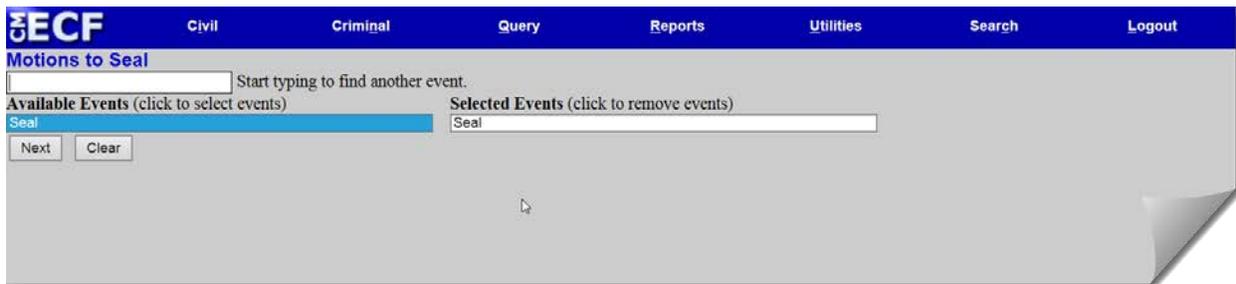


FILING INSTRUCTIONS CIVIL MOTION TO SEAL

From the Civil Events menu, select Motions to Seal.



From the available events, select the motion to seal. Once it is in the selected events text box click next to continue.



Enter the case number, then click Next to continue.

The screenshot shows the ECF (Electronic Case Filing) interface. At the top, there is a navigation bar with the ECF logo and menu items: Civil, Criminal, Query, Reports, Utilities, Search, and Logout. Below the navigation bar, the page title is "Motions to Seal". Underneath, there is a section labeled "Civil Case Number" with a text input field containing "1:15-cv-14". Below the input field are two buttons: "Next" and "Clear".

Click on the filer from the party pick list.

The screenshot shows the ECF interface after clicking "Next". The page title is "Motions to Seal" and the case number is "1:15-cv-00014 McWilson v. Big Blue Bug". Below the case information, there is a "Pick Filer" section with a "Collapse All" link and an "Expand All" link. The party pick list includes: Big Blue Bug [dft], Bosco Cleaning Company [dft], Robert McWilson [pla], and Wilson Construction Company [dft]. To the right of the party pick list is the "Select the filer." section. It has a "Select the Party:" label and an "OR" label. Below these labels is a dropdown menu with the following options: Big Blue Bug [dft], Bosco Cleaning Company [dft], McWilson, Robert [pla], and Wilson Construction Company [dft]. To the right of the dropdown menu is the "Select a Group:" label and three radio buttons: No Group (selected), All Defendants, and All Parties. Below the dropdown menu and radio buttons are three buttons: "Next", "Clear", and "New Filer".

Attach your motion to seal as the main document and the document that you are requesting to be sealed as the attachment. Enter the title of the proposed seal document in the description textbox. Click next to continue.

ECF Civil Criminal Query Reports Utilities Search Logout

Motions to Seal
1:15-cv-00014 McWilson v. Big Blue Bug

Attach your motion to seal as the main document and the proposed sealed document as an attachment. Please enter a description for all attachments.
Select the pdf document and any attachments.

Main Document
N:\Training PDF Documents\Criminal Te Browse...

Attachments	Category	Description
1. N:\Training PDF Documents\Criminal Te Browse...		ibit to Motion to Proce x Remove
2. Browse...		

Next Clear

The docket entry will be open to the public but the document will be restricted to those parties that you choose to receive the Notice of Electronic Filing. While depressing your control key, select the party you represent and the other parties that should receive the notice and the documents.

ECF Civil Criminal Query Reports Utilities Search Logout

Motions to Seal
1:15-cv-00014 McWilson v. Big Blue Bug

Pick Filer

Collapse All Expand All

- Robert McWilson pla
- Big Blue Bug dtf
- Bosco Cleaning Company dtf
- Wilson Construction Company dtf

CAREFULLY SELECT THE PARTY OR PARTIES TO RECEIVE NEF AND VIEW DOCUMENT

Select the Party:

- McWilson, Robert [pla]
- Big Blue Bug [dtf]
- Bosco Cleaning Company [dtf]
- Wilson Construction Company [dtf]

Next Clear New Filer

Enter the title of the document that you are requesting to be sealed in the available text box. Click next to continue.

CM/ECF CIVIL Criminal Query Reports Utilities Search Logout

Motions to Seal
1:15-cv-00014 McWilson v. Big Blue Bug

Docket Text: Modify as Appropriate.

THIS IS A SEALED ENTRY/DOCUMENT

This entry/document has been filed under seal pursuant statute, rule or court order and access is restricted. Please login to CM/ECF to view document(s).

MOTION to Seal filed. Notice Sent To: Robert McWilson, Bosco Cleaning Company, Wilson Construction Company.
(Attachments: # (1) Exhibit to Motion to Proceed) (Milroy, James)

Next Clear

You are at the final preview page. Review the entry and click next to continue.

CM/ECF CIVIL Criminal Query Reports Utilities Search Logout

Motions to Seal
1:15-cv-00014 McWilson v. Big Blue Bug

Docket Text: Final Text

THIS IS A SEALED ENTRY/DOCUMENT

This entry/document has been filed under seal pursuant statute, rule or court order and access is restricted. Please login to CM/ECF to view document(s).

MOTION to Seal Exhibit to Motion to Proceed filed. Notice Sent To: Robert McWilson, Bosco Cleaning Company, Wilson Construction Company.
(Attachments: # (1) Exhibit to Motion to Proceed)(Milroy, James)

Attention!! Pressing the NEXT button on this screen commits this transaction. You will have no further opportunity to modify this transaction if you continue.
Have you redacted?

Source Document Path (for confirmation only):
C:\fakepath\Criminal Test Motion to Seal.pdf pages: 1
C:\fakepath\Criminal Test Motion to Relocate.pdf pages: 1

Next Clear

Your NEF appears. The document has been filed. Notice for this entry has been sent to those parties that you chose earlier during the docketing process.



The screenshot displays the CM/ECF District of Rhode Island Test Database interface. The header includes navigation tabs for Civil, Criminal, Query, Reports, Utilities, Search, and Logout. The main content area shows a "Notice of Electronic Filing" for case 1:15-cv-00014, filed by Robert McWilson on 11/30/2016. The docket text indicates that the entry is sealed and access is restricted. A motion to seal the exhibit has been filed, and notice was sent to the filer and other parties. The notice was electronically mailed to James Milroy, Paula Farrell Pletcher, James Pletcher, and Steve Bar Member McWilliams.

CM/ECF Civil Criminal Query Reports Utilities Search Logout

DISTRICT OF RHODE ISLAND TEST DATABASE (as of 03/10/2013)

Notice of Electronic Filing

The following transaction was entered on 11/30/2016 at 1:29 PM EST and filed on 11/30/2016

Case Name: McWilson v. Big Blue Bug

Case Number: [1:15-cv-00014](#)

Filer: Robert McWilson

Document Number: 9(No document attached)

Docket Text:
THIS IS A SEALED ENTRY/DOCUMENT

This entry/document has been filed under seal pursuant statute, rule or court order and access is restricted. Please login to CM/ECF to view document(s).

MOTION to Seal Exhibit to Motion to Proceed filed. Notice Sent To: Robert McWilson, Bosco Cleaning Company, Wilson Construction Company. (Farrell Pletcher, Paula)

1:15-cv-00014 Notice has been electronically mailed to:

James Milroy Paula_Farrell_Pletcher@rid.uscourts.gov

James Pletcher ypegleg2000@gmail.com

Steve Bar Member McWilliams stephen_mcwilliams@rid.uscourts.gov

If the motion to seal is granted, the Clerk's Office will officially note the acceptance of the document(s) subject to the motion to seal by using a CM/ECF event that best describes the document. If the motion is denied, the Clerk's Office will further restrict electronic access to the tendered document to ensure that it is not part of the official record.