



Superior Court of California, County of Riverside

Private Attorney ID Badge Request

Upon completion of this form and payment of a \$15 processing fee, you will be required to provide the following documentation: 1) Valid bar card 2) Personal identification card (or other government issued form of identification) 3) Proof of payment.

Payment may be paid at the attorney services window at one of the following locations: Historic Courthouse, Larson Justice Center or the Southwest Justice Center. Upon payment, the Department of Human Resources will verify the documentation and mail the ID badge via U.S. mail.

*Please note: The ID badge will be mailed to the address listed below:

_____	(ATTORNEY NAME)	_____	(NAME OF LAW FIRM/LAW OFFICE)
_____	(*MAILING ADDRESS)	_____	(TELEPHONE NUMBER OF LAW FIRM/LAW OFFICE)
_____	(CITY, STATE, ZIP CODE)	_____	(STATE BAR NUMBER AND MEMBERSHIP YEAR)
_____	(EMAIL ADDRESS)		

Reason for request:

- New Attorney ID Badge
 Replacement ID Badge
 Damaged
 Lost
 Renewal

Possession of this court-issued photo identification badge will provide you expedited entry at any secured and controlled screening entrance to a courthouse in Riverside County. This is defined as walking through the magnetometers and being subject to a full security screening. This will include the use of x-ray machines to search all purses, bags, briefcases, boxes, and any personal effects. Where x-ray machines are not available court security will physically search these items. In locations where it is feasible, a separate line or entrance will be designated for attorneys with a valid Court or county issued ID badge. In locations where attorneys must enter with the public, front of the line access will be given for expedited screening. Persons with oversized belt buckles or buckles that are not business professional will be asked to remove the belt prior to screening. If you do not present a current ID badge, you will be required to enter the building with the general public and be subject to the same full screening that members of the public are subject to pursuant to court and county policy. The Sheriff's Department has the right to determine if additional screening is needed.

Facial recognition will not be allowed for access as defined above without a proper court issued identification badge. By signing this application, you agree that you are responsible for the ID badge fees and replacement if necessary due to loss or damage. An ID badge damaged due to normal wear is not subject to a replacement fee.

You agree the badge must be surrendered to authorized staff upon request if the holder's state bar license becomes deactivated.

You further agree to abide by the court's "Weapon Screening" policy and you understand that in the absolute discretion of court, the court-provided ID badge can be revoked by the court at any time with or without reason and your fee will not be refunded.

_____	(SIGNATURE)	_____	(DATE)
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<i>For Court Use only</i>	
_____	(RECEIPT NUMBER)
_____	(COURT PERSONNEL)
_____	(DATE)