



# IN THE SUPREME COURT OF ALABAMA

May 9, 2024

SC-ADM-0010

In re: Public Portal Fee Schedule

## ORDER

WHEREAS, the Supreme Court of Alabama is authorized by § 150, Constitution of Alabama 1901, to make and promulgate rules governing the administration of all courts and rules governing practice and procedure in all courts; and

WHEREAS, the Supreme Court of Alabama, having recognized the desirability of establishing an online service for the purposes of providing electronic-information services across the Internet, authorized the establishment of the Alabama Appellate Court Information Service or ACIS Online, by order dated March 1, 2010, and reauthorized by order dated September 17, 2010; and

WHEREAS, beginning on or near March 1, 2010, ACIS Online was used by the clerks of the Supreme Court, the Court of Civil Appeals, and the Court of Criminal Appeals to conduct the business of their respective court, including, but not limited to, accepting the electronic filing of documents and furnishing copies of court documents; and

WHEREAS, it was subsequently deemed necessary to replace the case-management system that was used for the internal management of cases by each court; and

WHEREAS, by order dated October 1, 2020, the Supreme Court of Alabama selected West Publishing dba Thomson Reuters Court Management Solutions as a vendor to provide a case-management system for the appellate courts known as C-Track; and

WHEREAS, the Supreme Court of Alabama, the Court of Civil Appeals, and the Court of Criminal Appeals recognize that, although ACIS provides the sole method of electronic access to documents filed



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before March 20, 2022, ACIS Online is not compatible with C-Track; therefore,

IT IS ORDERED that the clerks of the Supreme Court, the Court of Civil Appeals, and the Court of Criminal Appeals shall continue to conduct the business of their respective court online through C-Track and to utilize C-Track for all purposes formerly provided by ACIS Online including but not limited to, accepting the electronic filing of documents and furnishing copies of court documents, and such items of the business of the clerk's office as have been approved by rule or order of this Court and as the clerks deem to be of benefit to their respective court, the parties, and the attorneys that appear before their court.

IT IS FURTHER ORDERED that a new schedule of fees is established for providing information services through the C-Track public access application known as Public Portal.

IT IS FURTHER ORDERED that the ability to view documents through Public Portal and to e-file documents with the appellate courts be limited, at this time, to attorneys licensed to practice law in the State of Alabama and attorneys with permission to appear before an Alabama appellate court pro hac vice. The public may view documents filed in an appellate court, except those which have been deemed confidential, in person at the office of the clerk of each respective appellate court.

It is the Court's intent that C-Track serve as an expansion of the appellate courts' e-filing system referenced in the Alabama Supreme Court's Interim E-Filing Rule, incorporated into the Alabama Rules of Appellate Procedure as Rule 57, effective October 1, 2010, as "ACES."

The fee schedule attached as an appendix to this order is hereby approved for obtaining information services through Public Portal.

Fees collected pursuant to this order shall be paid into the State Treasury to the credit of the Advanced Technology and Data Exchange



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Fund pursuant to § 12-19-290, Ala. Code 1975, for the benefit of the appellate courts.

IT IS FURTHER ORDERED that the provisions of this order shall become effective immediately.

**Parker, C.J., and Shaw, Wise, Bryan, Sellers, Mendheim, Stewart, Mitchell, and Cook, JJ., concur.**

Witness my hand and seal this 9th day of May, 2024.

*Megan B. Rhodelsek*

**Clerk of Court,  
Supreme Court of Alabama**

**FILED**  
**May 9, 2024**  
**Clerk of Court**  
**Supreme Court of Alabama**



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## APPENDIX

### Fee Schedule – Public Portal

A monthly subscription to Public Portal is not necessary to e-file documents through C-Track or to purchase an electronic copy of documents in Public Portal. Electronic documents that are purchased through Public Portal are retained indefinitely in Public Portal for the registered user who purchased the documents.

1. Subscription: \$20.00/month
  - a. A monthly subscription provides users unlimited free access to documents in cases in which the subscriber appears as an attorney of record.
  - b. Cost for other documents: \$0.20 per page
  - c. A monthly subscription, once purchased, will be automatically renewed on or about the first day of each month unless the user cancels the subscription before it is automatically renewed.
2. Non-Subscribers No Monthly Cost
  - a. Cost to purchase any document through Public Portal is \$0.50 per page.
3. Legal Organization – a law firm, state agency, or other legal-based group with multiple Public Portal users who will be managed by a single administrator.
  - a. A Legal Organization may purchase multiple subscriptions for users in the organization. Subscriptions purchased by a Legal Organization are subject to a tiered monthly subscription rate:



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- Subscription seats 1-10 - \$20.00/month
  - Subscription seats 11-20 - \$15.00/month
  - Subscription seats 20 or more - \$10.00/month
- b. A monthly subscription purchased by a Legal Organization provides the subscriber with unlimited free access to documents in cases in which the subscriber appears as an attorney of record.
- c. Cost for other documents: \$0.20 per page
- d. A monthly subscription, once purchased by a Legal Organization, will be automatically renewed on or about the first day of each month unless the administrator for the Legal Organization cancels the subscription before it is automatically renewed.

A transaction fee in the amount of \$2.00 or 3.5% of the cost of the transaction, whichever may be greater, is hereby authorized to be collected by nCourt, the payment provider for the appellate courts, for purchases made through Public Portal.