

## FORM SUMMARY

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**Name of Form:** Order on Motion to Seal or Redact a Transcript

**Form Number:** GF-247B

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**Statutory Reference:** §801.21, Wisconsin Statutes

**Purpose of Form:** To order sealing or redaction of documents or information in the transcript.

**Who Completes It:** Court.

**Who Signs It:** **BY THE COURT:** Circuit Court Judge/Circuit Court Commissioner.

**Distribution of Form:** Court; copies to Parties and Petitioner, if not a party.

**Accompanying Forms:**

**New Form/Modification:** New form.

**Modifications:**

**Comments:** Starting on July 1, 2016, §801.21, Wis. Stats. provides a procedure for requesting a court to seal a transcript or redact information from a transcript. Use this form to order that information be sealed or redacted.

Do not use this form to request redaction of social security, employer and tax identification, financial account (banks and credit cards), driver license and passport numbers. Use form GF-243A, Motion to Redact Protected Information in Transcript.

**About this Form:** This form is the product of the Wisconsin Records Management Committee, a committee of the Director of State Court's Office and a mandate of the Wisconsin Judicial Conference.

**If you have additional information that does not change the meaning of the form, attach it on a separate page. The form itself shall not be altered.**