

**UNITED STATES COURT OF APPEALS  
FOR THE NINTH CIRCUIT**

**INSTRUCTIONS for Form 20. Notice of Intent to Unseal**

- Use Form 20 if you do **not** intend to ask that a document filed under seal in the district court or agency remain under seal in this court. *See* Circuit Rule 27-13(f).
- Serve Form 20 **and** the provisionally sealed document(s) on every other party in paper format, or via email if a case participant is registered for electronic filing or if other prior consent has been obtained. The Appellate Electronic Filing system will **not** serve sealed documents to the other case participants.
- Other parties must file a motion to maintain the seal pursuant to Circuit Rule 27-13(e) **within 21 days** of the filing of this notice or the provisional seal will be lifted without further notice and the document(s) will be made available to the public.
- The cover or first page of any provisionally sealed document or volume of documents must include the words “UNDER SEAL.”

To file Form 20 electronically, use the electronic document filing type “Notice of Intent to File Publicly and Submit Document Under Seal.” Use Form 15 for your certificate of service.

**How to prepare fill-in forms for filing:**

- If you have Adobe Acrobat or another tool that lets you save completed forms:
  1. Complete the form.
  2. Print the completed form to your PDF printer (File > Print > select Adobe PDF or another PDF printer listed in the drop-down list).
- If you do not have Adobe Acrobat or another tool that lets you save completed forms:
  1. Complete the form.
  2. Print the completed form to your printer.
  3. Scan the completed form to a PDF file.

***Do not file this instruction page***