



VIRGINIA APPELLATE COURTS EBRIEF SYSTEM (VACES) REGISTRATION APPLICATION

Fields marked with an asterisk (*) are required. Complete All Sections.

Section 1 – Contact Information	
*Last Name _____	*First Name _____ Middle Initial _____
Suffix _____	*Title _____ *Email _____
*Address 1 _____	
Address 2 _____	
*City _____	*State _____ *Zip _____
*Phone Number _____	Ext _____ Fax Number _____
Section 2 – Signature	
<ul style="list-style-type: none">• VACES Terms and Conditions of Use: To review the VACES Terms and Conditions of Use (End User License Agreement), click on the link http://www.courts.state.va.us/online/vaces/resources/termsandconditions.pdf.• VACES Privacy Policy: To review the VACES Privacy Policy, click on the link http://www.courts.state.va.us/online/vaces/resources/privacypolicy.pdf. The VACES Privacy Policy is considered a part of the VACES Terms and Conditions of Use (End User License Agreement).• VACES Guidelines and User's Manual: To review the VACES Guidelines and User's Manual, click on the link http://www.courts.state.va.us/online/vaces/resources/guidelines.pdf.	
The Authorizing Party is under contract with the Office of the Executive Secretary of the Supreme Court of Virginia to submit electronic briefs and appendices for granted appeals, appeals of right, and docketed original jurisdiction cases with the Supreme Court of Virginia and Court of Appeals of Virginia. I have read and agree to the VACES Terms and Conditions of Use (End User License Agreement) and the VACES Privacy Policy.	
*Signature _____	*Date _____
/s _____	
After you have completed and signed your application, send the completed form to the Court Administrator by email. Digital signatures will be accepted.	
Supreme Court of Virginia at: scvbriefs@vacourts.gov	Court of Appeals of Virginia at: cavbriefs@vacourts.gov