

**United States District Court
District of Maine**

**ADVISORY RE: ELICITING CERTAIN PERSONAL
INFORMATION**

Federal Rule of Civil Procedure 5.2 and Federal Rule of Criminal Procedure 49.1 require that personal identifier information be redacted from documents filed with the court. However, if such information is elicited during testimony or other court proceedings, that personal data will be available to the public when the official transcript is filed at the courthouse unless, and until, it is redacted.

The rules require that certain personal data be limited as follows:

1. Minors' names: Use of the minors' initials only;
2. Social security numbers: Use of the last four numbers only;
3. Dates of birth: Use of the year of birth only;
4. Financial account numbers: Identify the type of account and the financial institution, but use only the last four numbers of the account number; and
5. Home addresses: Use the city and state only in **criminal** cases only.

In addition to the requirements imposed by the rules, counsel shall use juror numbers instead of juror names during court hearings.

Please consider this advisory when questioning witnesses or making other statements in court. If a restricted item is mentioned in court, you may ask to have it stricken from the record or partially redacted to conform with the rules, or the court may do so on its own motion.

**The better practice is to avoid introducing this information
into the record at all.**

Protect the privacy of individuals who appear in court.