



Office of Hearing Examiner
IRIS (Internet Records Information System)
User Guide

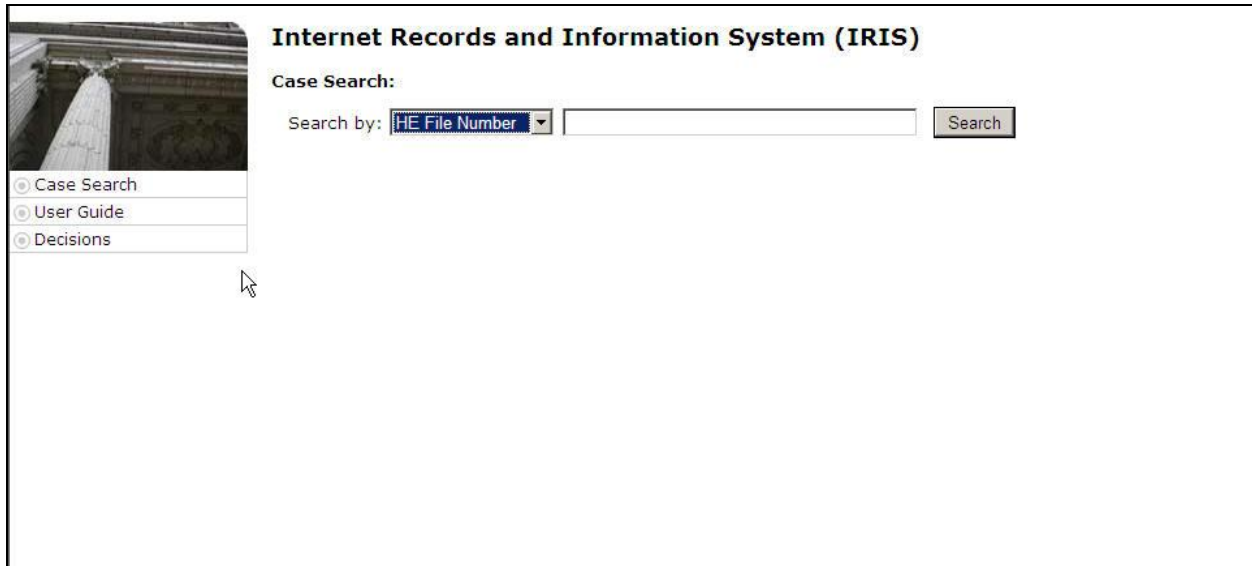
Office of Hearing Examiner, 700 5th Avenue, Suite 4000, P.O. Box 94729, Seattle, WA 98124

www.seattle.gov/examiner

HEARING EXAMINER FILE NUMBER SEARCH

Enter the file number of any case.

(only cases initiated from 2010 through current are available from this site)



Internet Records and Information System (IRIS)

Case Search:

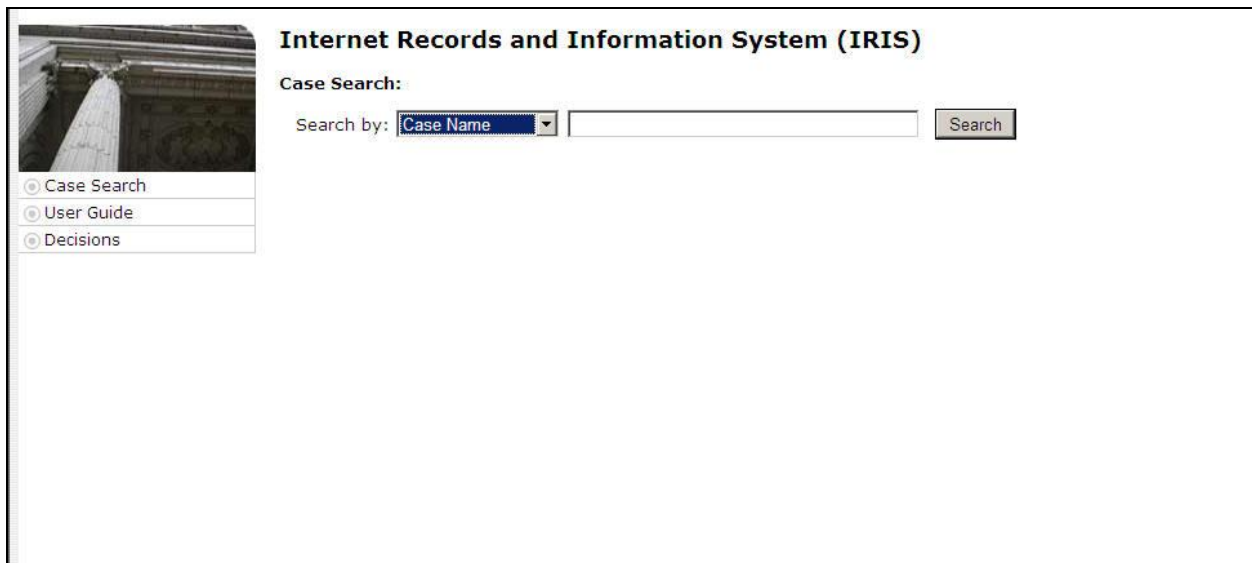
Search by: **HE File Number**

- Case Search
- User Guide
- Decisions

CASE NAME SEARCH

Enter the name of any person or entity that initiated the case.

(The format is **first name space last name**)



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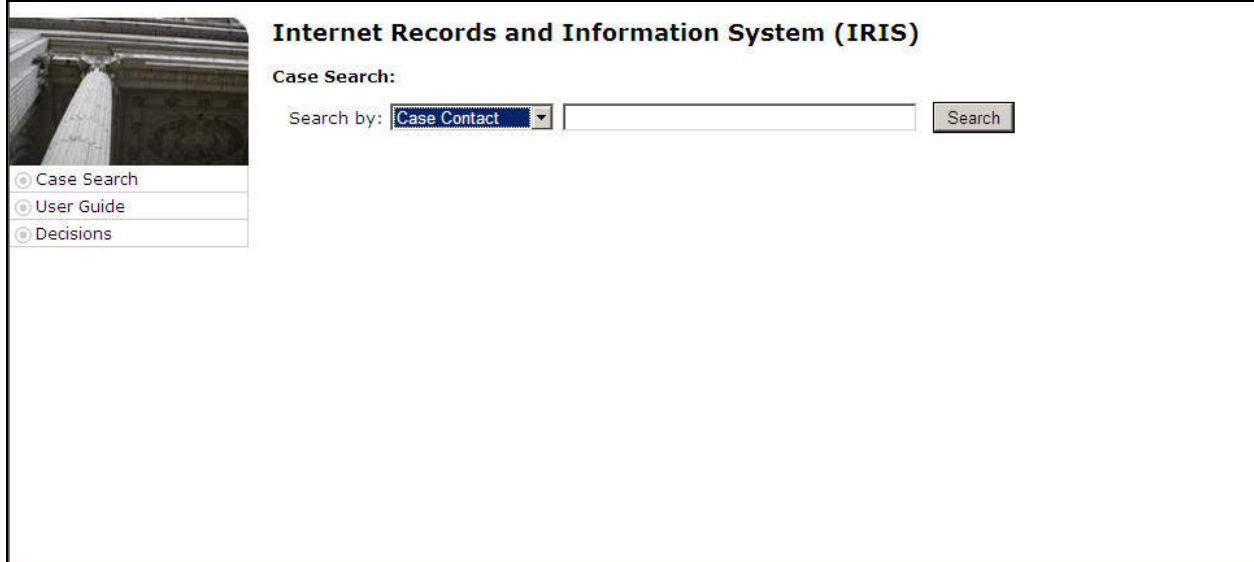
Case Search:

Search by: **Case Name**

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- User Guide
- Decisions

CASE CONTACT SEARCH

Enter the name of any person or entity that is a party to a case or a party's authorized representative.
(For names of people, the format is **first name space last name**)



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Case Search:

Search by:

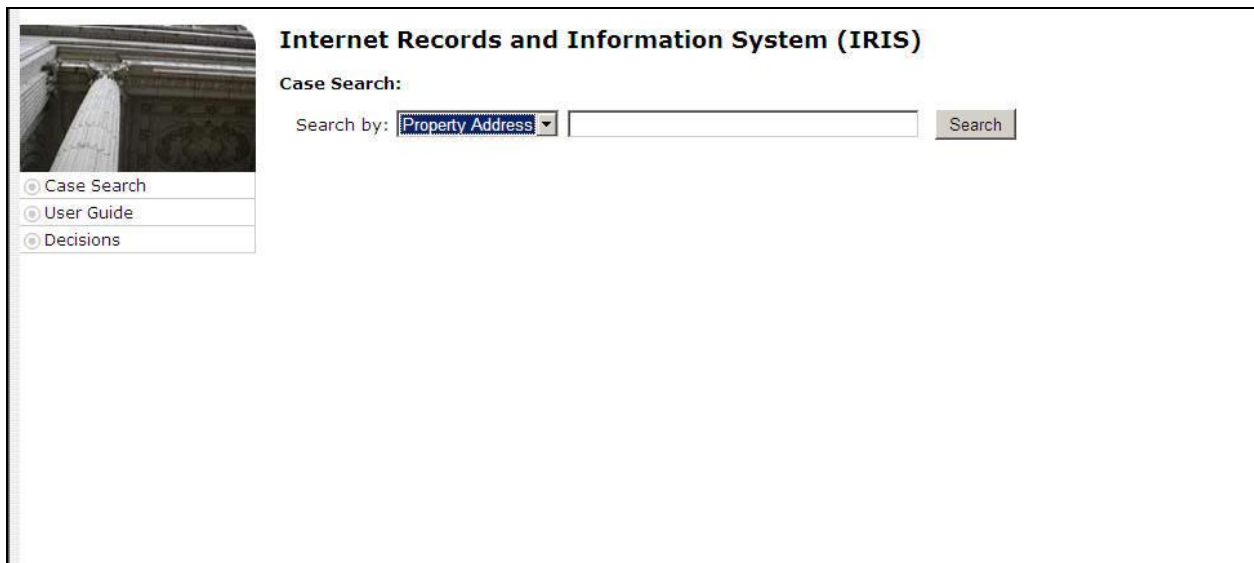
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- User Guide
- Decisions

PROPERTY ADDRESS SEARCH

Enter the Seattle property address.

Helpful Hints:

- Omit all punctuation and spell out the street suffix in full (i.e., Avenue, Place, Road, Street)
- Use abbreviations in the part of the address that gives directional information (i.e., N, S, E, W, NE, NW, SE, SW).
- Use numerical values for all street names that are numbers (i.e., 4th, 5th, 95th, etc.)



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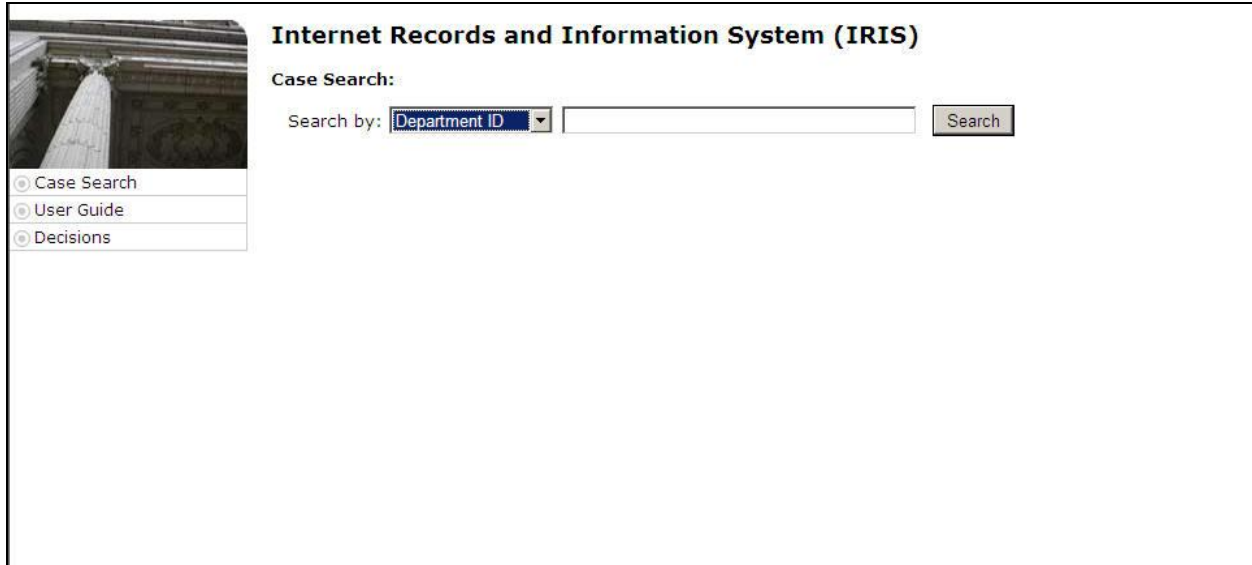
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DEPARTMENT ID SEARCH

Enter the department's decision number or citation number.



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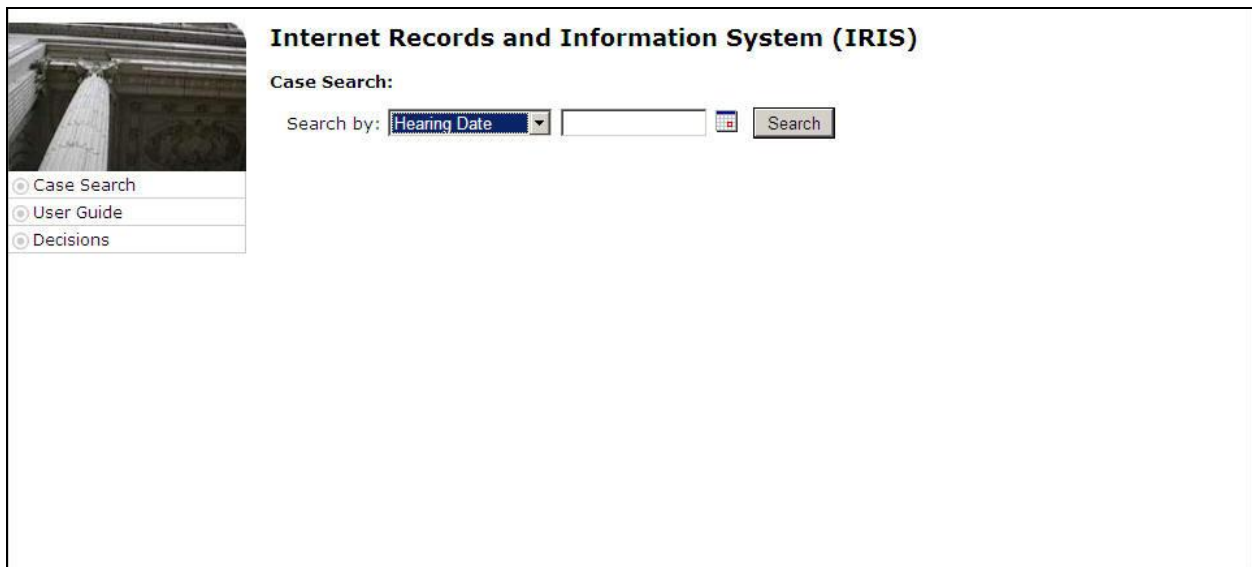
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- Case Search
- User Guide
- Decisions

HEARING DATE SEARCH

Enter the known hearing date using the DD/MM/YYYY date format.



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- User Guide
- Decisions