

# REQUEST FOR COPIES

Name of person requesting information: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE NUMBER (     ) \_\_\_\_\_

FAX NUMBER (     ) \_\_\_\_\_

What do you need copies of:

- Tape of trial, hearing, etc.
- Certified copy of a file
- Uncertified copy of file
- Copy of citation only
- Other \_\_\_\_\_

Defendant's name: \_\_\_\_\_

Year of case or case number if you have it: \_\_\_\_\_  
\_\_\_\_\_

What kind of charges were they,

- Criminal
- Civil traffic

CLERKS INITIALS \_\_\_\_\_