

# OJD PUBLIC RECORDS REQUEST

[please print or type, except for your signature]

Date: \_\_\_\_\_

## Requestor's Contact Information

Name:

Signature \_\_\_\_\_

Address:

Weekday telephone number(s):

Email address:

To the Court Clerk:

I want to [check one]  inspect  get a copy of  inspect and get a copy of the following Judicial Department record(s) [this information helps us identify the specific records you want]:

Type of Record(s):

Circuit Court Case Number:

Approximate date(s) the Judicial Department created or received the record(s):

People named in the record(s) or who created or received the record(s):

Additional information to help the Judicial Department identify the records I want:

Number of copies [if you want more copies of some records than others, list the number of copies you want for each record requested]:

Please certify copies of the following record(s):

1/1/08