

Multnomah County Courthouse

Attn: FTR Records

1021 SW 4th Avenue, Room 131

Portland, Oregon 97204

Audio Copy Request

Request Information:

Today's Date: Click here to enter text.

Name: Click here to enter text.

Relation to Case: Choose an item. Click here to enter text.

Telephone: Click here to enter text.

Case Name: Click here to enter text.

Case Number: Click here to enter text.

Date(s) of
Hearing/Trial and
name of Judge: Click here to enter text.

Delivery Method:

- I will pick up the copies at the Records unit, Room 131 Multnomah County Courthouse.
- Please mail the copies to the address below. I understand I will be charged \$3.00 shipping and handling for each envelope required to mail the copies.

Address:

Costs for Copies:

Copy Fee: **\$10.00 per case per CD**
Certification Fee: **\$15.00 per case per CD**
FTR audio Emailed: **\$9.00 per case and hearing date.**

Delivery Method (circle one): Mail Email In-Court Pickup

**certified/exemplified FTR audio must be mailed or picked up.*

How will you be paying (circle one): Mailed Check In-Person Over Phone

**Payment is due prior to your FTR audio being delivered. Requests received by email and those received by mail who elect to pay by phone will receive a response within 5 judicial days possibly with the amount due and instructions for payment*

Please print and send form to the records department for processing.

**Please allow 5 judicial days after receipt of your request for an acknowledgment or possible completion. Please allow up to 10 days after acknowledgment for completion of your request.*