

# REQUEST FOR COURT DOCUMENTS

DEFENDANT'S NAME: \_\_\_\_\_

DEFENDANT'S CASE NUMBER: (If you do not have the case number, please refer to the "www.ujsportal.pacourts.us" to obtain that information. If you still can't find your case number after visiting the website, please list the year and charge/s of your case)

CP-10-CR- \_\_\_\_\_ - \_\_\_\_\_

DOCUMENTS REQUESTED: (Please be specific including dates)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DO YOU WISH TO HAVE THE DOCUMENTS CERTIFIED?

YES \_\_\_\_\_ NO \_\_\_\_\_

Purpose for Request:

Employment \_\_\_\_\_ Personal \_\_\_\_\_ Expungement \_\_\_\_\_ Pardon \_\_\_\_\_  
(Redactions Clean Slate) (No redactions for Clean Slate unless otherwise notified) (No redactions for Clean Slate)

REQUESTOR'S CONTACT INFORMATION:

NAME: \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_ and/or EMAIL \_\_\_\_\_

**\*\* Cost is \$.50 a page and an additional \$14.00 for certification, if requested. Payment is required before documents are released. DO NOT SEND IN PAYMENT UNTIL YOU HAVE BEEN CONTACTED WITH AN EXACT AMOUNT. Form must be completed in its entirety.**

***Documents will only be released to the Requestor unless other arrangements have been made.***