

REQUEST TO INSPECT OR OBTAIN COPIES OF JUDICIAL RECORDS

Owyhee County Clerk's Office

Copies: \$1.00/page Certification: \$1.00/document Audio: \$10.00/disk Credit/Debit Card Fee: \$3.00

Deposit on physical file retrievals (will apply toward copies): \$5.00

****Photo ID required for Sealed Records and Audio Requests****

Date Submitted: _____ **Requester's Name:** _____

Requester's Signature: _____

Mailing Address: _____ **Telephone:** _____

Email: _____

Request for: Documents _____ Certified Documents _____ Regular Audio _____ FTR Audio _____

Preferred Delivery Method (please circle): Pick-Up / Email / Mail (additional postage fees apply)

Case Number(s): _____

Case Name(s): _____

Case Type(s): Divorce w/Children _____ Divorce w/o Children _____ Child Support/Custody _____
Adoption/Termination _____ Guardianship/Conservatorship _____ Civil Protection Orders _____ Juvenile _____
Criminal _____ Other (please specify) _____

Specific Documents Requested / Hearing Dates for Audio: _____

***Required on Sealed Cases* – Reason for Request/Relation to the Case:** _____

Office Use Only Below Line – Action Taken By Custodian Judge (If Applicable)

Request Granted: Copies _____ View Only _____ Audio _____ *Emailing of Approved Records Not Allowed _____

Request Denied: _____

Judge's Comments: _____

Dated this _____ day of _____, 20____.

Judge

Processing Clerk _____

Fees: Pages _____ Certifications _____ CDs _____

Date Sent to Judge _____

Deposit _____ Postage _____ Technology _____

Date Returned from Judge _____

Total Fees Paid: _____ Date _____