

NAME OF REQUESTING PARTY: Aka (if applicable): ADDRESS: TELEPHONE NUMBER: DRIVER'S LICENSE # (For Criminal/Traffic Requests Only):	<i>FOR COURT USE ONLY</i>
<b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF KINGS</b> Records Clerk 1640 Kings County Drive Hanford CA 93230	
<b>REQUEST FOR RECORD SEARCH AND COPIES</b>	CASE NUMBER:

Please complete the information below to request copies of Court records. You are required to pay the fees assessed in advance of the request for records being fulfilled.

Please complete all known information:

Case Type (check one):  Criminal  Traffic  Civil  Family Law  Family Support  Small Claims  Probate

Name to be searched: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
*First* *Middle* *Last*

If Civil, other party name: \_\_\_\_\_ Filing date: \_\_\_\_\_

Approximate filing year(s): \_\_\_\_\_ Judgment/Disposition date: \_\_\_\_\_

Document(s) Requested (Please be as specific as possible)	Certification Requested

Certification Fee (Non-Divorce): \$40.00 per document      Certified Dissolution (Divorce): \$15.00  
Copies \$ .50 per page per side      Name Search (If case number unknown): \$15.00

The Court accepts cash, checks and money orders. Make payment payable to the **Kings County Superior Court**. To avoid delays, a check can be made "NOT TO EXCEED \$ 0.00" for an amount of your choice and funds will be applied until the job is completed or funds run out. Differences \$10.00 and under are not returned per Government Code 29375.1. Please include a Self-Addressed stamped envelope for your copies. For criminal background checks, contact State of California Department of Justice. Request a copy of Criminal History Record Telephone: (916) 227-3849 or visit <http://oag.ca.gov/fingerprints/security/>

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Record Search Fee: \$15.00	Total \$ _____
Copy Fee: \$ .50 x # of pages _____	Total \$ _____
Certification Fee: \$40.00/\$15.00 x # of documents _____	Total \$ _____
	<b>\$ _____ TOTAL FEE DUE</b>
	<b>\$ _____ TOTAL FEE PAID</b>
FW      Cash/Money Order      Check	