

Records Request

In order to provide you with a Record search we need the following information as well as payment of \$6 per year for every year we search. Records that are 1989-present will be a flat fee of \$6.00 due to these records are computerized.

Complete Name: _____
(please print)

Date of Birth: _____
(MMDDYY)

Year(s) you want searched: _____

What type of records do you want us to search?

Criminal Traffic Civil City Ordinance

For Traffic Record Searches please provide your Drivers License Number

Number _____ State _____

There is a \$5.00 fee for any Certification. The costs of copies are:

- \$2.00 for the first page
- \$0.50 cents for every page after that up to 19 pages, then
- \$0.25 cents for each additional page.

Please note that all Record Searches must be paid for in advance.

Please specify how you would prefer to be contacted and receive the results:

E-mail Phone Standard Mail

Name: _____

Address: _____

City, State, ZIP: _____

Phone: _____

Email: _____