

SUPERIOR COURT OF CALIFORNIA • COUNTY OF MADERA



PH: (559) 416-5550

FAX: (559) 675-7618

Hon. Dale Blea – Presiding Judge

Hon. Sosi Vogt – Assistant Presiding Judge

Adrienne Y. Calip – Court Executive Officer

Amy Downey – Assistant Court Executive Officer

RECORDS SEARCH AND/OR COPY REQUEST**FEES:**

Record Search (per name)	\$15.00 - Pursuant to GC70627(c), the fee for a search of records or files conducted by a court employee that requires more than 10 minutes is \$15.00
Certification	\$40.00 – Per certification (copy fees of \$0.50 per page will also apply)
Copies	\$0.50 – Per page

SELECT DIVISION TO COMPLETE RECORDS SEARCH AND/OR COPY REQUEST

<input type="checkbox"/> CRIMINAL PH: (559) 416-5550 FAX: (559) 675-7618	<input type="checkbox"/> TRAFFIC PH: (559) 416-5555 FAX: (559) 675-5036	<input type="checkbox"/> CIVIL/FAMILY LAW/ PROBATE/ SMALL CLAIMS PH: (559) 416-5525 FAX: (559) 675-6565	<input type="checkbox"/> JUVENILE (DEPENDENCY OR DELINQUENCY)/ADOPTIONS/CHILD SUPPORT/EDUCATION CODE PH: (559) 416-5580 FAX: (559) 673-0542
---	--	--	--

Record Search Request	<p>Name(s): _____</p> <p>DOB: ____ / ____ / ____ AKA(s): _____</p> <p>Years to be searched: _____ (Records can be searched as far back as 1980)</p> <p>Case Number(s) (if known): _____</p> <p>Additional Information (optional): _____</p>
Copy Request	<p>Name(s): _____</p> <p>DOB: ____ / ____ / ____ AKA(s): _____</p> <p>Case Number(s): _____</p> <p><input type="checkbox"/> Certified Copies <input type="checkbox"/> Non-Certified Copies</p> <p>Criminal/Traffic:</p> <p><input type="checkbox"/> Conviction Packet (Complaint, Change of Plea Minute Order/Waiver of Rights, Disposition/Sentencing Minute Order)</p> <p><input type="checkbox"/> Minute Order (please include date(s)): _____</p> <p><input type="checkbox"/> Entire File (excluding transcripts and documents not open to the public such as discovery and bench/arrest warrants)</p>

Other: _____

Civil/Family Law/Probate/Small Claims:

Judgment/Dissolution filed on: _____ Entire File

Support/Custody Order filed on: _____

Minute order (please include date(s)): _____

Order filed on: _____ Dismissal filed on: _____

Proof of Service filed on: _____

Complaint Civil Case Cover Sheet Summons

Other: _____

JUVENILE (DEPENDENCY OR DELINQUENCY) /ADOPTIONS/CHILD SUPPORT/EDUCATION CODE

Petition Disposition Other: _____

Requesting Party Information

Name: _____

Organization: _____

Address: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

Signature: _____

Payment Method

Name: _____

Payment Method:

Cash Cashier's Check Check Money Order

Check /Cashier's Check/Money Order # _____

Credit Card

If you wish to pay by credit card, please provide a contact number so that the processing division may contact you regarding payment details.

Phone Number: _____