



SUPERIOR COURT OF CALIFORNIA
COUNTY OF MONO

SEARCH/COPY REQUEST FORM – ACCEPTED VIA FAX & MAIL ONLY
DO NOT EMAIL, IF EMAILED FORM WILL BE REJECTED

Mailing Address: P.O. Box 1037, Mammoth Lakes, CA 93546

Fax: (760) 924-5419

Requests will be processed in the order received

DATE: _____

PHONE NUMBER: _____

REQUESTOR: _____

EMAIL ADDRESS: _____

SEARCH REQUEST/ COURT RECORDS

<input type="checkbox"/> CRIMINAL	Full Name : _____ <small>LAST NAME FIRST NAME MIDDLE NAME SUFFIX</small>
	Date of birth (if known): ____/____/____ Driver's license: _____ <small>(optional)</small>
	AKA: _____ <small>LAST NAME FIRST NAME MIDDLE NAME SUFFIX</small>
	Case number(s) (if known): _____
	Year(s) of offense to search: _____
	Charges/conviction (if known): _____

<input type="checkbox"/> CIVIL/FAMILY/ PROBATE	Case number(s) (if known): _____
	Plaintiff / Petitioner: _____ <small>LAST NAME FIRST NAME MIDDLE NAME SUFFIX</small>
	Defendant / Respondent: _____ <small>LAST NAME FIRST NAME MIDDLE NAME SUFFIX</small>
	Year(s) to search: _____

COPY REQUEST

<input type="checkbox"/> CERTIFIED	<input type="checkbox"/> NON-CERTIFIED
<input type="checkbox"/> CRIMINAL	<input type="checkbox"/> CIVIL/FAMILY/PROBATE
<input type="checkbox"/> Register of Action <input type="checkbox"/> Disposition documents: Complaint(s), Plea/Sentencing Minute Order, Wavier & Plea Form, Probation Order <input type="checkbox"/> Minute Order dated: _____ <input type="checkbox"/> Other (please include name of document & date filed): _____	<input type="checkbox"/> Register of Action <input type="checkbox"/> Judgment / Dissolution <input type="checkbox"/> Letter <input type="checkbox"/> Minute Order dated: _____ <input type="checkbox"/> Other (please include name of document & date filed): _____



SUPERIOR COURT OF CALIFORNIA
COUNTY OF MONO

DOCUMENT DELIVERY

REQUESTS WILL BE PROCESSED IN THE ORDER RECEIVED

- Pick up in person at the Mammoth Lakes branch
Email address:
Mail to:

***Certified Copies Cannot Be Sent Via Email

PAYMENT INFORMATION

PAYMENT IS REQUIRED PRIOR TO SEARCH AND DELIEVERY OF DOCUMENTS

Check/Money Order #
Make payable to: MONO SUPERIOR COURT
MUST BE MAILED OR PRESENTED AT THE CLERKS COUNTER

Credit Card - Visa or Mastercard
I authorize the below fees and any amount imposed by the card issuer/draft purchaser to be charged to the following account
Cardholder Name.:
Card No.:
Expiration Date:
Zip Code:
Cardholder Signature:

FOR INTERNAL USE ONLY

Table with 2 columns: Fee description and Amount. Rows include Search fee, Copy fee, Certification fee, Certified copy of divorce judgment, Postage & Handling, and a TOTAL row.

RECORDS SEARCH RESULTS

- No records found for the name/case information
We are unable to provide a copy of the case information/disposition/number. The case information requested has been purged and/or destroyed pursuant to Court Order. [GC §68152]
Records found; search results enclosed.

Date: Clerk, by Deputy