



# SUPERIOR COURT OF CALIFORNIA, COUNTY OF ALPINE

14777 State Route 89, P.O. Box 518, Markleeville, CA 96120

Phone: (530) 694-2113 | Fax: (530) 694-2119

Website: www.alpine.courts.ca.gov

## Name Search and Records Request Form

This form is for optional use when requesting a Name Search or Copy Request of Court Records at the Alpine County Superior Court. Please use this form so that your request can be easily processed by Court staff.

### REQUESTER INFORMATION

(How can we contact you regarding your request)

Name: \_\_\_\_\_ Phone : \_\_\_\_\_

Address: \_\_\_\_\_ Fax : \_\_\_\_\_

\* If your request is faxed, the results will be faxed back to an 800, or toll free, fax number provided on the search request.

### SEARCH COURT RECORDS

(Please provide as much information as you can)

**CRIMINAL** Name: \_\_\_\_\_

First

Middle

Last

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Driver's License #: \_\_\_\_\_

AKA(s): \_\_\_\_\_

Case No: \_\_\_\_\_ or, if case number is unknown, years to search: \_\_\_\_\_

**CIVIL/  
FAMILY**

Plaintiff/ Petitioner: \_\_\_\_\_

Defendant/ Respondent: \_\_\_\_\_

Case No: \_\_\_\_\_ or, if case number is unknown, years to search\*: \_\_\_\_\_

\*The Court will search back 10 years unless otherwise specified\*

### COPY REQUEST

(Designate what type of copies you need)

Certified  Non-Certified

Judgment/ Dissolution  Minute Order(s) dated: \_\_\_\_\_  Decree

Most Recent Custody/ Support Order  Complaint, Pleas & Disposition  Entire File

Other: \_\_\_\_\_

\*Copies will be mailed back if requester encloses a self-addressed, stamped envelope with their request. If no return envelope is included, postage and mailing fees will apply. \*

### PAYMENT

Checks or money orders are acceptable forms of payment. Please note our office does not accept cash. Checks or money orders shall be made payable to: Alpine County Superior Court. You may issue a check made payable to Alpine County Superior Court, "not to exceed" a specified amount. Payment by credit card or electronic check may be made through the court's website: www.alpine.courts.ca.gov. using the generic search docket of "T234567". Include confirmation number here: \_\_\_\_\_

### FEES (Internal Court Use Only)

Research Request over 10 minutes (\$15.00 per name/alias searched) \$

Copy Fee (\$.50 per page) \$

Certified Copy of Dissolution (\$15.00 + Copy Fees) \$

Certification Fee for all other documents (\$40.00 + Copy Fees) \$

Postage Fee (if applicable) \$

**TOTAL:** \$