



GRANT COUNTY DISTRICT COURT

PO BOX 37, 35 C ST NW, EPHRATA, WA 98823
(509) 754-2011 EXT 3192, Fax (509) 754-6099
Email Address - gcdistrictcourt@grantcountywa.gov

Janis Whitener-Moberg, Presiding Judge Tyson R. Hill, Judge
Anna L. Gigliotti, Court Commissioner Brian D. Barlow, Judge

REQUEST FOR COURT RECORDS

Grant County District Court provides copies of court records, pursuant to GR 31. Fees are as follows:

- Non-Certified Copy fee: \$0.50 per page
- Certified Copy fee: \$5.00 per document, plus \$1.00 per page
- CD copy fee: \$10.00 per disc.
- Exceptional record search/Large project fee: \$20.00 per hour, plus copy fees

You will be notified of the cost and the documents will not be sent until all fees are paid. These fees are not refundable. If documents are not paid for within 30 days, they will be destroyed. If the court cannot access and prepare the information immediately, you will be notified when they will be available.

Defendant's name: _____ DOB: _____

Case number (s): _____

Documents requested:

- Complaint / Citation Guilty Plea / Stipulation Docket
- Judgment and Sentence Public Defendant Case History CD for hearing date: _____
- Other documents: _____
- _____

Do you prefer documents be: _____ Certified or _____ Non-Certified (Please note fee difference above)

Person requesting information:

Name: _____ Phone number: _____

Email address: _____

Address: _____

Date: _____ Signature _____

**I agree that the information provided will not be used for commercial purposes and I will not release it to any unauthorized person(s).*

Clerk use: Copies prepared on: _____ Amount Owing: _____

1st Notice: _____ 2nd Notice: _____

Copies Sent: _____ How Sent: _____