

**Superior Court of California, County of Inyo  
P.O. Box 1508, Bishop, CA 93515**

**RECORDS SEARCH REQUEST**

The fee for searching the record is \$15.00 per name for the last \*ten (10) years. Copies of documents or a docket cost \$.50 per page. Certification is an additional \$40.00 per document. (GC § 70627, 70626). \*If you are requesting records older than 10 years, please indicate so on this form.

To request the information contained on the bottom half of this form, complete the form and mail it to the court with a check for \$15.00 and provide a self-addressed stamped envelope for return.

To request the information contained on the bottom half of this form AND to receive copies of documents or a case summary by mail or fax, complete the form and mail it to the court with a check "not to exceed" an amount that will cover the \$15.00 search fee, copy fees, and certification fee (if requesting certified copies), and provide a self-addressed stamped envelope for return.

Per this court's policy, your check will be returned if no record is found, therefore please provide one check per name. If you provide one check for *multiple* names, the entire amount may be processed by the court. No amount will be refunded and the clerk cannot reduce the amount of your check.

**Date of request:** \_\_\_\_\_

**Mail or Fax search results to:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I request a search of  CRIMINAL  CIVIL records for the following individual.

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

**Date of birth:** \_\_\_\_\_ **Driver's license #:** \_\_\_\_\_

**Please provide copies of the following documents:** \_\_\_\_\_

\_\_\_\_\_

**Signature of requestor**

This portion to be completed by Clerk.

**NO RECORDS FOUND**

Case number	Offense date	Charge(s) at disposition (list misdemeanor or felony)	Disposition date	Disposition (i.e. fine only, probation, jail, CDCR, Dismissed)

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