

**CLERK OF SUPERIOR COURT
VIRLYNN TINNELL, CLERK**



RECORDS REQUEST FORM

A. Person Requesting Court Documents		B. Party & Case Information	
Name		Case Number	
Law Firm/Self		Petitioner/ Plaintiff/ Bride	DOB:
Address		Defendant/ Respondent/ Groom	DOB:
City, State		Date of Marriage <i>(if requesting ML Abstract)</i>	
Zip Code			
Telephone			
E-Mail Address			

C. Type of Request		D. Fees	
A	Copies	Fee: .50 cents per page printed OR emailed	
B	Certified Copies	Fee: \$28.00 per document (plus costs for copies)	
C	Marriage License Abstract	Fee: \$28.00 each	
D	Authentications	Fee: \$84.00 per document (plus costs for copies)	
E	Exemplifications	Fee: \$56.00 per document (plus costs for copies)	
F	CD- Hearing Request or Copy of File	Fee: \$34.00 (plus Postage & Handling)	
G	Fax	Fee: \$ 7.00	
H	Postage & Handling	Fee: \$ 7.00 (for all mailed requests)	

E. Request			
Type of Request	Description of Document	Quantity	Case Activity/Filing Date

US Postal Service	Payment by Phone
Mail to/Payable to: Clerk of Superior Court Attn: Research Department P. O. Box 7000 Kingman, Arizona 86402-7000 <i>Please include Postage Paid Envelope</i>	Click Submit below to E-mail request or Fax form to: Clerk of Superior Court Attn: Research Department Fax: (928) 718-7615 Phone: (928) 753-0713 All Major Credit Cards Accepted (convenience fee for credit card payments)

Submission Note: If you are using Outlook on your PC, clicking the "**Submit**" button will submit your form. If you are using an internet mail service on your PC such as Gmail or Yahoo mail, click the "**Save**" button and save a copy of this form on your PC. Then go to your e-mail, create a new message, attach the form, and send it to clerkofcourt@mohavecourts.com. Please call us at 928-753-0713 if you do not hear back from us within 3-5 business days.