

IN THE 13<sup>TH</sup> JUDICIAL CIRCUIT COURT OF BOONE COUNTY, MISSOURI

**CRIMINAL DIVISION**  
**COPY REQUEST FORM**

705 E. Walnut, Columbia, MO 65201  
Office (573)-886-4016 Fax (573)-886-4018

<b>Court Use Only</b>	
No. /Pages	\$1.00
No. /Pages	\$0.10
No. /Seals	\$1.00
Postage	_____
ClerkTime	_____
ID checked @ request	_____
ID checked @ pick up	_____
Notes	_____
Amount Due	_____

**FEES:**

*Fees for copies are \$1.00 for the first page and \$.10 for each page thereafter. Certification fee is an additional \$1.00 per page. Copy requests may be subject to additional fees for postage and clerk time. Requestor will be notified of estimated fees and payment must be received before requests are processed. Form of payment may be accepted by Cash, Money Order, Cashier's Check, Visa, MasterCard, Discover, and American Express. A Convenience Fee is assessed to ALL payments made by debit or credit card. Please allow 10-14 business days after receipt of payment for processing.*

**NOTE:**

*If you are not the defendant and the case is confidential, you may not be able to have the information requested. A photo ID may be required.*

**All fields must be completed – incomplete requests will cause delays or will be returned.**

Today's Date \_\_\_\_\_ Requestors Name \_\_\_\_\_

Requesting Agency (if applicable) \_\_\_\_\_

Requestor Telephone Number \_\_\_\_\_

Requestor Address \_\_\_\_\_

**Indicate below preferred method for delivery of copies and provide complete contact information:**

\_\_\_\_\_ Mail copies to the address provided above

\_\_\_\_\_ Hold the requested copies for pick up

Defendant's Name \_\_\_\_\_ DOB \_\_\_\_\_ SSN \_\_\_\_\_  
(One defendant per request)

Case Number \_\_\_\_\_ Case Number \_\_\_\_\_

Case Number \_\_\_\_\_ Case Number \_\_\_\_\_

Case Number \_\_\_\_\_ Case Number \_\_\_\_\_

**Documents Requested**

Charging document(s) \_\_\_\_\_ Certified Yes or No

Probable Cause \_\_\_\_\_ Certified Yes or No

Docket Sheet \_\_\_\_\_ Certified Yes or No

Sentence & Judgment \_\_\_\_\_ Certified Yes or No

(Disposition)

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