

**Document Request Form**

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

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

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_@\_\_\_\_\_.com

Request Type:

Criminal Case(s)

Traffic Case(s)

Civil Case(s)    \*\* Some cases may need written approval from the Judge prior to issuance

Small Claims Case(s)

Youth Justice

Case numbers listed: \_\_\_\_\_

\_\_\_\_\_

Total number of copies: \_\_\_\_\_ to be charged at \$0.15 per page.

How will requested document(s) be delivered?    In Person Pick-Up     Mail     Email

Special Instructions:

Certified Copies, if applicable    \*\*Will incur additional charge/ \$10.00 per document

Request to be expedited    \*\* Will incur additional charge/ \$5.00 express fee

**Please note that we require 5 business days to complete document requests, if you are needing them sooner, please refer to special instructions section above.**

I, the Requestor, read, understand, and agree to the terms and incurred charges (if applicable) between the Sac & Fox Tribal Court of the Mississippi in Iowa and myself concerning my request for copies of court documents. I understand, and agree that some cases may be considered confidential and I will need to file a Motion to have a Judge grant my access to the documentation. I agree that I have read, understood, and agree to be bound by all of these terms and conditions.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*