

CHIPPEWA COUNTY CLERK  
319 COURT STREET  
SAULT STE. MARIE, MI 49783  
**Steven J. Woodgate, Clerk**  
Office (906) 635-6300  
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**COURT RECORD REQUEST FORM**

(Please check one of the following and indicate the number requesting)

**Type of Document:** \_\_\_\_\_ **Number requesting**

Civil File Document:

Criminal File Document:

Regular Copy: \_\_\_\_\_ Certified Copy: \_\_\_\_\_

File Number: \_\_\_\_\_

Name/Names on file: \_\_\_\_\_

**Relationship to the person named on record:**

Party to case: \_\_\_\_\_ Other: \_\_\_\_\_

***FEES: \$1.00 PER PAGE FOR REGULAR COPIES AND \$10.00 FOR THE FIRST PAGE AND \$1.00 FOR EACH ADDITIONAL PAGE FOR A CERTIFIED COPY***

**Please Print (ALL FIELDS MUST BE COMPLETE)**

Type of Record Requested: \_\_\_\_\_

Date of Record: \_\_\_\_\_

Name of person requesting: \_\_\_\_\_

Phone number: \_\_\_\_\_

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

Date: \_\_\_\_\_ Signature: \_\_\_\_\_