



CLERK OF COURT
Patrick V. Diaz

SUPERIOR COURT

COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS

Guma'Hustisia, Imwal Aweewe, House of Justice

P.O. BOX 500307, Saipan, MP 96950

www.justice.gov.mp



Phone: (670) 236-9783

Fax: (670) 236-9743

STEPS FOR REQUESTING CLEARANCE CHECKS (Criminal Clearances, Traffic Clearances, Traffic History)

(Requestor)

1. Complete the following forms:
 - a. Clearance Request Form;
2. Submit a scanned copy of approved forms of ID.
3. Email copy of all required forms to include scanned copy of ID to superior.court@nmijudiciary.com and Patrick.diaz@nmijudiciary.com.

(Clerk of Court)

1. Request will be received by clerks via Email, Clerk will review submission if all required forms are complete.
2. Clerk will process a payment slip to the cashier. Clerk provide instruction to contact the cashier at 670-236-9790 for payment over the phone.
3. Conduct research for clearance/ history.
4. Once research is complete, email a copy of the clearance and receipt to requestor and send original to pick up box;

CNMI SUPERIOR COURT

CLERK OF COURT

P.O. BOX 5000307CK

SAIPAN, MP 96950

Phone #: (670) 236-9766 FAX#: (670) 236-9743

www.superior.court@nmijudiciary.com

COURT CLEARANCE REQUEST

Requestor's Name: _____

Requestor's Agency: _____

Phone Number: _____

E-Mail Address: _____

Mailing Address: _____

Send Documents to me by: Email _____

U.S. Postal Address: _____

DOCUMENTS NEEDED FROM CLERK OF COURT:

Criminal /Police Clearance (\$25.00) Traffic Clearance (\$5.00)

Traffic History (\$25.00)

Payment must be processed via Credit Card purchase over the phone. DO NOT SEND OR EMAIL ANY CREDIT CARD INFORMATION. Once purchase is made, clearance will be processed and sent out via email. Arrangement for pick up of original clearance will be provided at a later time.

NOTE: REQUEST FOR CLEARANCE WILL NOT BE PROCESSED AND ISSUED IF OUR SEARCH YIELDS ANY ACTIVE BENCH WARRANT OR SHOWS ANY PENDING UNMET OBLIGATION TO THE JUDICIARY.

For more information you may contact 670-236-9766, 670-236-9700, or 670-236-9790.