



Office of the Clerk of Court

P.O. Box 500307 · Saipan, MP 96950  
Guma' Hustisia · Susupe  
Tel: (670) 236-9783

**Records Request Form**

Requestor's Name: \_\_\_\_\_

Requestor's Agency: \_\_\_\_\_

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

E-mail Address: \_\_\_\_\_

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

\_\_\_\_\_

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

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

Send documents to me by:  Email  U.S. Mail

**DOCUMENTS NEEDED FROM CASE FILE:**

Petition, Complaint, Charging Documents  Judgment and Order

Decree: Dissolution/Divorce  Dismissal

Satisfaction of Judgment

Motion

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

\_\_\_\_\_

**FEES** – Please select the type(s) of copies or services requested below. Refer to the fee section on the instruction for requesting records.

Plain copies (\$1.00 per page)  Certified copies (\$25.00)

Authentication (\$30.00)  Research Fee (\$20.00)