



**MARYSVILLE MUNICIPAL COURT**  
**501 Delta Ave, Marysville, WA 98270**  
**360-363-8050**  
**REQUEST FOR COURT RECORDS**

The Marysville Municipal Court provides copies of court records, pursuant to GR 31. **There is a charge of \$ .50 per page for regular copies and a certification fee of \$5.00 per document plus the per-page fee of \$ .50.** Copying a court proceeding onto CD (for computer only) is \$10.00 and prepayment is required. If documents are to be mailed, you will be notified of the cost and the documents will not be mailed until all fees are paid. These fees are not refundable. If documents are not picked up within 30 days, they will be destroyed. If the court cannot access and prepare the information immediately, you will be notified when they will be available.

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Defendant's name: \_\_\_\_\_ DOB: \_\_\_\_\_

Case number (s): \_\_\_\_\_

**Documents requested:**

Complaint / Citation \_\_\_\_\_ Case report \_\_\_\_\_ Docket \_\_\_\_\_

Guilty Plea / Stipulation \_\_\_\_\_ Judgment and Sentence \_\_\_\_\_

CD for hearing date: \_\_\_\_\_ View file # \_\_\_\_\_ (may require 24 hrs)

Other documents: \_\_\_\_\_

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**Person requesting information:**

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

Email: \_\_\_\_\_

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

***\*I agree that the information provided will not be used for commercial purposes and I will not release it to any unauthorized person(s).***

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**Clerk use:** Copies prepared on \_\_\_\_\_ Amount paid \_\_\_\_\_