Please submit this form to the appropriate UJS records manager. Contact information may be found on the UJS website under: "Public Access Policy" > "Financial Records" > "Judicial District Records Manager" at http://www.aopc.org/T/AOPC/PublicAccessPolicy.htm.

RULE 509 REQUEST FORM

Please Type or Print in Black or Blue ink

Name of Requestor _____
Last First Middle

Signature _____ Date _____

Mailing Address _____
Street/PO Box

_____
City State Zip Code

Telephone Number _____ Fax Number _____

E-mail Address _____

Please identify each of the documents that is requested. It is important your request be as specific as possible so we may determine whether we have these documents.

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Note: Information related to standard fees and procedures may be found on AOPC's website http://www.aopc.org/T/AOPC/PublicAccessPolicy.htm or relevant local court's website. Additional fees may be levied as necessary to cover costs incurred in fulfilling specific information requests. Pre-payment will be required if expected compliance costs exceed $100.

Official Use Only	**CHARGE**	**Comments**
Date Received		
Tracking Number (if applicable)	**Total Cost**	