



OFFICE OF THE DISTRICT ATTORNEY

Jefferson and Gilpin Counties

Alexis King, District Attorney

REQUEST FOR CRIMINAL JUSTICE RECORDS
C.R.S. 24-702-301 et seq.

PERSON REQUESTING: _____

PHONE #: _____ ADDRESS: _____

EMAIL ADDRESS: _____

DATE OF REQUEST: _____

*DEFENDANT'S NAME: _____ (Must be filled out)

*CASE NUMBER(S): _____ (Must be filled out)

RELATIONSHIP TO CASE AND REASON FOR REQUEST: Be very specific, otherwise request will not be processed

SPECIFY DOCUMENTS AND/OR MATERIALS TO BE EXAMINED: Be very specific, court docs to include pleadings, motions and such will need to obtain through the Court's file

SIGNATURE: _____

CHARGES: \$25.00 FILE SEARCH FEE UPFRONT + \$0.25 PER PAGE AUDIO \$10.00
VIDEO \$12.00 CD/DVD \$15.00 COLOR PHOTOS VARY ON SIZE AND DUPLICATION-
Please mail the search fee along with the form to Dana Powell at the address below.

Reasonable fees may be charged for manipulation of data or for redaction if significant redaction is required.

ALL AREAS MUST BE COMPLETE BEFORE PROCESSING