

Kentucky Dept. for Libraries and Archives P.O. Box 537, 300 Coffee Tree Road Frankfort, KY 40602

> Phone: 502.564.8300 Fax: 502.564.5773 https://kdla.ky.gov

# **Civil Case Record Request Form**

Date:

#### **Contact Information**

| Name:            |  |
|------------------|--|
| Address:         |  |
| City:            |  |
| State/Province:  |  |
| Zip/Postal Code: |  |
| Daytime          |  |
| Phone Number:    |  |
| Email Address:   |  |
|                  |  |

### **Preferred Method of Contact:**

Email

Phone

**Notes:** Provide any additional detail you think will be helpful in finding the requested record

## **Civil Case Record Requested**

| Name of Plaintiff:              |  |
|---------------------------------|--|
| Name of<br>Defendant:           |  |
| County:                         |  |
| Date of Case:                   |  |
| Case Number, if<br>known:       |  |
| Order Book<br>Number, if known: |  |

#### Submit only one form & one payment at a time.

☐ I have enclosed the required fee to process this request.

Select Fee Type

**Preferred Method of Delivery** 

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**Electronic Scans**