

When requesting records from the Platte County Circuit Clerk's office you must make your request in writing and supply the case number and the document you are requesting.

Please provide us a phone number that we can reach you at, if we have questions.

Thank you

### REQUEST FOR COURT RECORDS

Your name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

\_\_\_\_\_

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

Case number (from which documents are requested): \_\_\_\_\_

Documents requested (date of filing and document title):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Copies are one dollar per page and one dollar for certification.**

You can fax in your request to 816-858-3392 or mail it to: Platte County Circuit Clerk; 415 Third Street; Suite 5; Platte City, MO 64079