PAM THORP
SUTTON COUNTY & DISTRICT CLERK
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SONORA, TX 76950

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county.district_clerk@co.sutton.tx.us

JUDICIAL RECORD REQUEST FORM

- Copies are $1.00 per page and $5.00 to certify them per document. Certified copies cannot be emailed.
- Payments are to be made by cash, check, money order or credit card. Credit card charges are subject to a 2.85% transaction fee of the total amount charged with a $2.00 minimum.
- Fully complete the request form and return to the Sutton County & District Clerk using the information above. ONE case number per form.
- Please allow up to 5 business days for your request to be completed. However, normal completion time is 1-2 days.

DOCUMENT REQUEST

Cause # Assigned by Sutton Co or District Court: (1 case per form)	**Title of Document(s):** **1.** **2.** **3.** **4.** **5.**
☐ Plain Copy ($1.00 per page) ☐ Mail the record ☐ Email the record	☐ Certified Copy ($1.00 per page + $5.00 to certify per doc) ☐ Mail the record ☐ Pick up in the office
Optional Additional Information:	

APPLICANT INFORMATION (type or print clearly)

Name: _____ **Date:** _____

Mailing Address: _____
Street Address City State Zip

Phone Number: _____ **Email :** _____

CREDIT CARD INFORMATION

*****CREDIT CARD INFORMATION WILL BE REDACTED FROM THIS FORM UPON CONFIRMATION OF PAYMENT*****

Card Type…select one:	VISA Master Card Discover AmEx	
Card Number:		
Security Code 3 Digit Number on Back of Card:		Expiration Date:
Full Name As Appears On Card:		
Billing Address:		Billing Zip Code: