

COPY REQUEST FORM

Instructions: Complete this form, sign it, and mail to:

Regular mail: Vernon Parish Clerk of Court
P.O. Box 40
Leesville, LA 71496

Fed Ex or UPS: 215 S. 4TH Street
Leesville, LA 71446

Type of case (circle one): Marriage license / Divorce Judgment / Civil case / Criminal Case / Other

CASE/DOCKET NUMBER: _____ Approximate Date: _____

Names of parties involved in the case:

Party A: _____

Party B: _____

I hereby request the 30th Judicial District Clerk of Court in Vernon Parish to make copies/certified of the following documents: (list the documents below). Circle if you want a: REGULAR/CERTIFIED copy.

I have enclosed a (circle one): Cashier's check / Money Order in the amount of \$ _____
(No personal checks accepted.)

Mail copies to:

Name: _____

Address: _____

City: _____ State _____ Zip: _____

Daytime Contact Phone: _____

Signature: _____ Date: _____