

SUPERIOR COURT OF CALIFORNIA · COUNTY OF FRESNO
CIVIL, MISDEMEANOR, AND TRAFFIC RECORDED PROCEEDINGS

Request for Copies of Flash Drives

-Verify this matter was recorded before accepting any money-

Today's Date: _____ Case Name: _____
 Dept/Courtroom: _____ Case No.: _____ Flash Drive No.: _____
 Date(s) of Hearing(s) _____
 Requested by: _____ Phone Number: _____
 First Name Last Name
 Address: _____

You may include a prepaid self-addressed mailer with your request and the Flash Drive will be sent when completed. The Court will notify you by phone when the request has been completed. If you have any questions, please call (559) 457-1741 and leave a message.

For all requests submitted at the main courthouse, all completed Flash Drive copies are to be picked up at:

Any Flash Drive not picked up within six (6) weeks of notification will be destroyed.

COST:

☐ \$70.00 per hearing for copies of Flash Drive .

\$71.00 per hearing for copies of Flash Drive, including mailing.

FEES MUST BE PAID IN THE APPLICABLE CLERK'S OFFICE (CIVIL, MISDEMEANOR, OR TRAFFIC)

Make checks payable to Fresno County Superior Court.

(Clerk's Office Use Only)

DATE RECEIVED: _____ **By:** _____

☐ Number of hearing: _____ Total fee paid: _____ Receipt #: _____
(Receipt must be attached)

☐ Copy of Minute Order(s)/Register of Actions attached (REQUIRED).

☐ No fees due – Approved Waiver of Additional Court Fees and Costs on file.

☐ Time sensitive: _____ (Reason)

☐ Mailer Provided

Forward to: Court Executive Secretary, Administration – 8th Floor

(Administrative Use Only)

Date Received: _____ Initials: _____ Flash Drive No.: _____ Completed _____
(Date)

Comments:

Date(s) Customer Notified:

Date Copy Destroyed:

(Acknowledgement of Receipt)

Date Received: _____ Received By: _____