

SUPERIOR COURT OF CALIFORNIA • COUNTY OF FRESNO
ORDER FORM FOR CASE
INDEXES

Case indexes are obtained from two different case management reports depending on the case type requested (Criminal or Civil). Case indexes are run by month and multiple months may be requested at one time. The cost is \$50.00 per report and each report shall not exceed one month of data. A report can only include data from one case management report. In the event that a hard copy of the report is requested, there is an additional charge of 50 cents per page plus actual cost of mailing.

How to order:

1. Fill out the information below in the row corresponding to the system and case type of data desired.
2. Indicate the month(s); e.g. Jan-Feb, Jan-Mar, etc.
3. Indicate the year(s); e.g., 2013.
4. Total the amounts in the "Cost" column and place in the "Total Amount Enclosed". Please include a check, money order, or certified check for that amount with your order, payable to the: **Fresno County Superior Court**.
5. IMPORTANT: Complete the email address and other information at the bottom of the form.
6. In the event that you would like a hard copy of the report please indicate below. Court technology will contact you regarding the additional cost of copying and mailing.
7. Mail to:

Fresno County Superior Court
Odyssey CMS Department, Attn: Case Index Request
1100 Van Ness Avenue, 8th Floor
Fresno, CA 93724-0002

System Case Type	Order Details				
	Month(s)	Year(s)	Total No. of Months	Price per Report	Cost
Criminal/Traffic				\$50.00	\$
Civil/Small Claims				\$50.00	\$
Total Amount Enclosed					\$

Order Date: _____

E-mail Address: _____

Business Name: _____

Contact Person: _____

Address: _____

City/State/Zip Code: _____

Phone No: _____

If you have any questions, please e-mail us at odysseysupport@fresno.courts.ca.gov