Denton County District Clerk

DOCUMENT RECORDS REQUEST FORM

Requests for copies from case files are retained by this office and filed in the requested case.
This form will be available for public viewing in the same manner as the case records.

Requestor/Company name: _____

Request Date: _____

For Clerk Use:

Cause Number	Party Name(s)	Name of Document (dates)	Certify?	Pgs
_____	_____	_____	☐	_____
One Case Number Per page please!	_____	_____	☐	_____
	_____	_____	☐	_____
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Copies: $1.00 per page

Record Search performed (Add $5.00) ◯ Yes ◯ No

Total charged: $_____

Completed by Clerk: _____