FOR COURT USE ONLY

Date:

Amount Due: _____
Number of Pages: _____
Number Certified: _____
Number Exemplified: _____

REQUEST FOR SERVICES
U.S. District Court, District of Nevada

CONTACT PERSON:

FIRM OR AGENCY:

ADDRESS:

TELEPHONE #:

(You will be called when the services have been completed.)

CASE NUMBER:

(This information is required to complete your request. If you do not have the case number, please check our computerized index to obtain it. Format example: 2:75-CV-09999-LDG-PAL)

CASE CAPTION:

(List plaintiff(s) and defendant(s); i.e. Joe Smith v. Art Brown, et al.)

☐ RETRIEVAL OF FILE FROM THE RECORD CENTER
(The charge for retrieval of records is $64.00 for one box and $39.00 for each additional box to be paid in advance. Please allow 2 weeks for delivery.)

☐ RECORD SEARCH (There is a $30.00 fee per case or party)

List information to be searched:

(Note: Charge for copies is $.10 per page, if available on Pacer, and $.50 per page, if not available on Pacer.)

☐ COPY OF DOCKET SHEET

☐ COPY OF DOCUMENT(S)

List the document number(s) requested:

☐ CERTIFICATION OF DOCUMENT(S) ($11.00 Fee for Certification plus copy charges)

List the document number(s) requested:

☐ EXEMPLIFICATION OF DOCUMENT(S) ($21.00 Fee for Exemplification plus copy charges)

List the document number(s) requested:

(Note: Failure to provide document number(s) for any request may result in a $30.00 fee for a record search.)

Find us also on Pacer at www.pacer.uspci.uscourts.gov
Our website is www.nvd.uscourts.gov