



Franklin County District Court

1016 N. 4th Ave Bldg B218 Pasco, WA 99301

Office (509) 545-3593

FAX (509) 545-3588

GERALD F. ROACH
DISTRICT COURT JUDGE

KELLY FIELDS
COURT ADMINISTRATOR

Request for Records

Whom is the request regarding?

Full name: _____
Last First Middle

Also known as: _____

Date of Birth: _____

Case Number(s): _____

Person requesting information:

Name: _____

Address: _____

City/ST/Zip: _____

Phone No.: _____ Fax No.: _____

E-Mail: _____

Documents Requested: Certified Copies (\$5.00 Per Page) Non-Certified Copy (\$.50 per page)

Guilty Plea

Judgment and Sentence

Complaint/Citation

CD of Proceedings (\$20.00)

Docket(s)

Other: _____

Please return the requested document(s) via: Fax Mail E-Mail Pick up in Person

Request for records can be mailed or faxed to the Court.

Once you are contacted by the Court with the amount due you may pay by phone or on-line:
1-855-619-0158 or www.franklindistrictpayments.com.