

TAHOE JUSTICE COURT
P.O. Box 7169, Stateline, Nevada 89449
(775) 586-7200
Michael Johnson, Judge
<https://tahoejusticecourt.com/>

REQUEST FOR RECORDS SEARCH AND/OR COPIES

All Fees must be paid before the records are released.

Fees:

Records Check - \$1.00 per year/per name/per case type

Copies - \$0.50 per page and Exact Change is required

Certified Copies - \$3.00 per document

Allow one week to process request, credit card payments can be done on-line, call office to obtain record search amount.

Requestor (Please fill out all fields completely, incomplete entries will delay your request):

Request for: ☐ Copies ☐ Certified Copies ☐ Records Check ☐ Reviewing Files

Subject's Name: _____

Subject's Date of Birth: _____ Case #(s): _____

Records search: # of Year(s): _____ what year(s): _____

Case Type: ☐ Criminal ☐ Traffic ☐ Formal Civil ☐ Protection Orders ☐ Small Claims ☐ Evictions

Notes:

Per Nevada Revised Statute, Misdemeanor criminal case files have a maximum retention period of 7 years after the case is closed. Traffic citations are kept for 2 years after the case is closed. All others have a maximum retention period of 6 years after the case is closed. The Tahoe Justice Court destroys all court files once the retention period has been satisfied.

If a request is based on a "name only" search, the Tahoe Justice Court does not guarantee that any record found is actually related to the individual whom the party requesting information is interested.

I understand and agree to release from liability and promise to hold harmless, under any and all causes of legal action, the Tahoe Justice Court and all of its Judges and/or employees who conduct my record search for any statement(s), omissions(s) or infringement upon any legal rights that may be involved in conducting this search.

Signature: _____

Date: _____

Name: _____

Address: _____

City/State/Zip: _____

Phone: _____

☐ Mail Copies (include self-addressed stamped envelope)

☐ Call when ready, I will pick up

COURT USE ONLY: TOTAL DUE: _____

Record: Found ☐ Not Found ☐

Request: in person ☐ mailed ☐

Case#(s) _____

Deputy Court Clerk

Date