



**RECORD SEARCH FOR PUEBLO COMBINED COURT**  
**501 N. Elizabeth, Pueblo, Colorado 81003**  
**Telephone 719.404.8700**

**Authority: Chief Justice Directive 06-01**

I hereby request case filed information on the person listed below. I am submitting the payment of **\$5.00 PER CASE** mandated by State Statute for the Search Fee. I agree to pay all fees indicated below. If you live out of town, any telephone calls made to you concerning this request will be made collect. Payment for offsite records and volume copying (over 10 pages) is required in advance of beginning work. You must provide a copy of a valid and current picture ID (Drivers License or other government issued ID).

**Email requests to: [10JDRecordRequest@judicial.state.co.us](mailto:10JDRecordRequest@judicial.state.co.us)**

INFORMATION NEEDED FOR THIS REQUEST		
Name of party (list all names used):		
DOB/DOD:	Filing Date or Year:	Case Number (if known)
Case type	<input type="checkbox"/> Misdemeanor <input type="checkbox"/> Traffic <input type="checkbox"/> Felony <input type="checkbox"/> Probate <input type="checkbox"/> Domestic <input type="checkbox"/> Water <input type="checkbox"/> Civil <input type="checkbox"/> Other	
Date of request:	<input type="checkbox"/> Entire File <input type="checkbox"/> Specific Information	Special Instructions:
PARTY/AGENCY REQUESTING INFORMATION		
Name/agency Requesting Information		
Mailing Address		
Email Address		
Daytime Phone Number		

**PAYMENT INFORMATION TO BE COMPLETED BY JUDICIAL STAFF**

Note: Funds are payable in money order or check. <b>Make payable to Pueblo Combined Court.</b>		Assessment
<b>Search Fee</b>	\$5.00 per case	
<b>Certification</b>	\$20.00 per document	
<b>Exemplification</b>	\$20.00 per case	
<b>Extensive Research</b>	\$20/hour	
<b>Redaction</b>	\$6.25 per quarter hour/\$25 per hour	
<b>Copy Fee</b>	\$.75 per page <b>Total Pages:</b>	
		<b>Total Due:</b>

**GENERAL INFORMATION REGARDING RECORD SEARCH INFORMATION**

Domestic cases filed October 1975 through 1981 and Probate cases filed **prior to Jan 12, 1965** are stored at Colorado State Archives. You must contact the Archives directly for information from these files. The clerk will provide you with archives contact information and location of the file. Unless a **SPECIFIC YEAR** is requested, our computer will provide records from 1980 to present. You must use one form for each search. All requisite fees apply per search. Your search will be completed within 3 days unless problems in location information arise. If the records are stored at an offsite location the search will be completed within 7 days. **Only** Pueblo County Court and District Court cases will be searched. If you need records for any other county or for Municipal Court, you will need to contact those agencies directly.