

SECOND DISTRICT COURT

Request for Copy of Recording of Court Proceeding
(Recordings available for previous 9 years only)

Email Weber & Morgan County requests to: 2webermorgand@utcourts.gov

Email Davis County requests to: 2davisd@utcourts.gov

Date of Request: _____ Judge/Commissioner: _____

Case Number: _____ Case Name: _____ vs. _____

Hearing Date: _____ Hearing Time: _____ Length: _____

Hearing Date: _____ Hearing Time: _____ Length: _____

Person Requesting Copy of Recording (Name, Address & Phone #)

All copies must be paid for at the time of request

Send Bill to County Attorney

Phone No. (_____) _____

_____ Check if copy is to be mailed to above address

PLEASE CHECK REQUESTED FORMAT BELOW

_____ \$10.00 Windows Media Player Digital Audio/Video (1 CD will hold approx. 8 hours of recording)

_____ \$10.00 Audio CD – Plays in CD Player (1 CD holds 80 minutes)

_____ \$10.00 Emailed MP3 (Holds approx. 60 minutes of audio) E-mail to: _____

Copy Fee \$ _____

Mailing Costs \$ _____

(See below for mailing costs as of 04/22/18)

Item	1	2	3
CD (up to 3 in mailer)	\$3.50	\$3.50	\$3.50

Total \$ _____

NOTE: Copies will be ready for pickup within ten (10) business days from the date copies are paid for. Copies will be discarded after 30 days if not picked up and payments will NOT be refunded or transferred to another request.

COURT USE ONLY: _____ minute entry attached _____ receipt attached/fee paid _____ note in F4

Copied by: _____ Date: _____ Date called/mailed: _____

Control # _____

Updated 01/31/2018