

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](mailto:2webermorgand@utcourts.gov)  
 Email Davis County requests to: [2david@d@utcourts.gov](mailto:2david@d@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 04/10/16)

<u>Item</u>	1	2	3
CD (up to 3 in mailer)	\$2.61	\$2.61	\$2.61

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.**

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**COURT USE ONLY:** \_\_\_\_\_ minute entry attached \_\_\_\_\_ receipt attached/fee paid \_\_\_\_\_ note in F4

Copied by: \_\_\_\_\_ Date: \_\_\_\_\_ Date called/mailed: \_\_\_\_\_

Control # \_\_\_\_\_

Updated 01/23/2017