

RENO MUNICIPAL COURT - Request for Court Records

Free records can be obtained online for any case filed on or after April 2013.

Government agencies will not be charged if the request is on official letterhead. These requests can be faxed directly to the Court at (775) 334-3824 or emailed to renomunirecords@reno.gov

DEFENDANT'S INFORMATION:

Name DOB
Year of Case Case or Citation Number

REQUESTER'S INFORMATION:

Name Phone Number
Address Email

TYPE OF RECORD REQUESTED AND ASSOCIATED FEES:

SEARCH FEES: Records will be searched at a fee of \$1.00 per year (max \$7 fee) in addition to the costs listed below.

ADDITIONAL FEES:

- Case history and disposition (**\$0.50 per page**)
- Certified case history and disposition (**\$3.00 per page**)
- Purge letter (7 years from the date of case closure) (**\$3.00 per case**)
- Audio recording (**\$35.00 each. Due at time of request**)
- Prior (Charging Documents, Waiver of Rights & Judgment of Conviction, if available)
- Other (Please specify any special instructions):

****You will receive an email response informing you of the SEARCH FEES due in the box below****

Signature: 
Key: 77f3ad10a1c0840aa941f1d308934b25

Date: 01/27/2022

COURT USE ONLY

Record Searches will NOT be initiated until the SEARCH FEE has been collected.

The SEARCH FEE for your request is \$ 1.00. ADDITIONAL FEES will be due when search has been completed.

Payments can be made:

- 1) By phone at 775-334-2290 ext 6 for the Records Department during normal business hours.
- 2) In person at the Reno Municipal Court Clerk's Office.
- 3) Mail check or money order to the Reno Municipal Court at PO Box 1900 Reno, NV 89505.

Records Clerk: 
Key: 749aaeca6d26105118720cddb6e378b

Date: 01/27/2022

Paid on: _____