

Pierce County Juvenile Court  
5501 6<sup>th</sup> Avenue  
Tacoma, WA 98406  
Fax: 253-798-7878

**REQUEST FOR JUVENILE COURT ADMINISTRATIVE RECORDS  
GR 31.1 and PCLGR 31.1**

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Name                      Last                                      First                                      Middle Initial

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Address

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City                                      State                                      Zip

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Day Time Phone Number (including area code)

Please state clearly the exact record(s) you are requesting. Be specific

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- Please provide copies of the records and mail them to me at the above address
- Please provide copies of the records and hold them for me to pick up
- Please make the records available for my inspection

There will be a \$.15 charge per page for each record and costs to mail records. In addition, after the first hour, \$30/hour will be charged for staff time to process your request. All fees are payable by exact cash, cashier's check, or money order in advance of receiving the record.

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Signature of Requestor (Required)                                      Date of Request

**Your signature certifies that you will not use any list of individuals for commercial purposes.**