

# COUNTY OF STARR

HUMBERTO "BERT" GONZALEZ, JR.- COUNTY CLERK



## CRIMINAL CASE REQUEST FORM

DATE : \_\_\_\_\_ NAME: \_\_\_\_\_

CRIMINAL CAUSE: \_\_\_\_\_ D.O.B: \_\_\_\_\_

RECORD SEARCH-AFFIDAVIT

DOCUMENTS REQUESTED (\$1.00 PER PAGE) # OF PAGES

1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_  
4. \_\_\_\_\_

CERTIFICATION (\$5.00 PER DOCUMENT)

NO CERTIFICATION REQUESTED

CUSTOMER'S NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE# \_\_\_\_\_

CITY \_\_\_\_\_ ZIP CODE \_\_\_\_\_

### PAYMENT METHOD:

CHECK/MONEY ORDER (PAYABLE TO: *STARR COUNTY CLERK*)

CHECK ISSUED BY: \_\_\_\_\_ CHECK #: \_\_\_\_\_

CREDIT CARD

I HEREBY AUTHORIZE THE STARR COUNTY CLERK TO CHANGE MY CREDIT CARD

TYPE \_\_\_\_\_ NUMBER \_\_\_\_\_ EXPIRATION \_\_\_\_\_

NAME ON CREDIT CARD \_\_\_\_\_ AUTHORIZED SIGNATURE \_\_\_\_\_

CREDIT CARD BILLING ADDRESS \_\_\_\_\_

CASH

### NOTICE TO REQUESTING CUSTOMERS

- 1 PAYMENT IS REQUIRED AT TIME OF REQUEST
- 2 A CONVENIENCE FEE FOR CREDIT CARDS PAYMENT IS APPLIED AND WILL DEPEND ON AMOUNT
- 3 IN PERSON REQUESTS FOR DOCUMENTS OVER 100 PGS WILL BE READY FOR PICK UP NEXT BUSINESS DAY
- 4 COPIES MAY BE MAILED OUT IF A SELF ADDRESSED ENVELOPE IS PROVIDED
- 5 PLEASE ALLOW 5 BUSINESS DAYS TO PROCESS THE REQUEST

### FOR COUNTY CLERK USE ONLY

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