

The State Court of Chatham County

Data is available on the Internet and Public Access Terminals in the Clerk's Office. Additional CIVIL information is available by request or self-service lookup at the Clerk's Office; CRIMINAL information is available upon request. Fees are required for each search and or other service requested. Fees may be paid in cash, if handled at the Clerk's counter and by cashier's check, money order, business check or credit card (MC or Visa), if handled by mail or FAX.

Personal checks are not accepted. E-mail requests require a credit card transaction. Please do not send your credit card number by e-mail, instead, include a phone number so the transaction can be finalized over the phone.

- Record Search Fees:
- a. Simple record search (One individual / case, either Civil or Criminal) \$ 3.00
 - b. Copies of found materials (Per page copied)..... 1.00
 - c. To certify a single document (Any number of pages) 2.50

Civil Records: Case: _____ **Party Name:** _____

Entire Case file

Specific Document (A pleading, return of service, judgment, etc. as described below:)

Criminal Records *(Include whatever information you may have for each search requested)*

Name	Case #	Date of Birth	Soc Sec #	Race	Sex

Please copy the entire file

Copy Selected Documents Only:

- Accusation
- Negotiated Plea Sheet
- Criminal Warrant (s)
- Disposition
- Defendant's Motion(s)
- Traffic Citation(s)

Other _____

Please Provide: Simple Copies Only Certified Copies
 For pick-up By US Mail By Fax to _____ Date required _____

Special Requirements
or Comments:

Many court records are stored in off site locations and may require up to five business days to locate and report.

Records are needed by: Name _____ Ph # _____

Address _____

City, ST Zip _____ Fax # _____

Signature _____ Date Requested _____

Contacts: CIVIL 133 Montgomery Street, Suite 308
 Savannah, Georgia 31401
 clerk@statecourt.org
 (912) 652-7224 FAX (912) 652-7229

CRIMINAL 133 Montgomery Street, Suite 308
 Savannah, Georgia 31401
 criminal@statecourt.org
 (912) 652-7228 FAX (912) 652-7241