

**DISTRICT COURT OF THOMAS COUNTY, KANSAS  
REQUEST TO LISTEN TO RECORDING, REQUEST FOR TRANSCRIPT**

(To be completed by person requesting information)

Name: (Requester) \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

I certify that I do not intend to, and will not: 1) Use any list of names or addresses contained in or derived from the records or information requested for the purpose of selling or offering for sale any property or service to any person listed or to any person who resides at any address listed; or 2) sell, give or otherwise make available to any person and list of names or addresses contained in or derived from the records or information for the purpose of allowing that person to sell or offer for sale any property or service to any person listed or to any person who resides at any address listed.

SIGNATURE: \_\_\_\_\_

RECORD SOUGHT: Please provide as specific as description as possible of the record you desire to inspect or for which you request a transcript.

Case no/Caption of the Case/Parties: \_\_\_\_\_

Date of Proceeding: \_\_\_\_\_

Type of Proceeding: \_\_\_\_\_

Judge on Case: \_\_\_\_\_

Number of transcripts requested: \_\_\_\_\_

CHARGES: A charge for providing access to public records is authorized by state law and has been established by the State Supreme Court. Estimated charges can be provided by the 15<sup>th</sup> Judicial Court Reporter/Transcriptionist.

Prepayment is required.

\_\_\_\_\_  
(TO BE COMPLETED BY RECORD CUSTODIAN)

Time of Request: \_\_\_\_\_

	Date	Time	Person Receiving Request
Records Provided:	_____	_____	_____
	Date	Time	Person Receiving Request

Staff Time Involved \_\_\_\_\_ hours \_\_\_\_\_ minutes for a charge of \$ \_\_\_\_\_  
Charge for Copies..... \$ \_\_\_\_\_  
Total Charges..... \$ \_\_\_\_\_

\_\_\_\_\_  
Record Custodian