☐ATTORNEY: Bar No.: NAME AND MAILING ADDRESS OF REQUESTING PARTY: TELEPHONE NUMBER:	*FOR COURT USE ONLY* RECEIVED DATE: _____ CLERK OF THE SUPERIOR COURT _____, Deputy
SUPERIOR COURT OF CALIFORNIA, COUNTY OF MONTEREY ☐ Salinas Division – 240 Church Street, Salinas, CA 93901 ☐ King City Division – 250 Franciscan Way, King City, CA 93930 ☐ Marina Division – 3180 Del Monte Boulevard, Marina, CA 93933 ☐ Monterey Division – 1200 Aguajito Road, Monterey, CA 93940	
The People of the State of California vs. , Defendant	
REQUEST FOR ELECTRONIC RECORDING OF COURT PROCEEDINGS	**CASE NUMBER:**

Please complete the information below to request copies of an electronic recording(s) of a court proceeding. You will be required to pay the fee assessed in advance of the recording(s) being provided to you.

I am requesting a copy of the electronic recording of court proceeding(s) as follows:

Date(s) of court proceeding: _____

Recording number(s), if known: _____

Judicial Officer's name: _____ Courtroom number: _____

Fee: $ 20.00 per compact disc

The Court accepts cash, checks and money orders. Make payment payable to the **Monterey County Superior Court, Attn: Criminal Records, 240 Church Street, Salinas, CA 93901.** All checks must be preprinted with account holder's name and address.

If you are unable to determine the amount due, you may submit payment payable to the **Monterey County Superior Court** with an amount stating "*Not to exceed $75.00 Dollars;"* this is an estimated amount for the fees due. This payment will allow the Clerk to process your request and to apply the monies to the cost of the research and any other records-related fees. The Clerk will write-in the actual amount due on the check, not exceeding the authorized amount of $75.00. If there is an overpayment a refund will be issued within 30 days after the check has posted. **PLEASE DO NOT MAIL CASH.**

FOR COURT USE ONLY

Receipt Number _____

Quantity ordered: _____ x $20.00 per compact disc = $ _____ TOTAL FEE DUE

$ _____ TOTAL FEE PAID

☐ Waiver of Court Fees (Filed and accepted) ☐ Cash/Money Order ☐ Check