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**CLEAR**

JOHNSON COUNTY CLERK OF THE DISTRICT COURT  
 STATE OF KANSAS – TENTH JUDICIAL DISTRICT  
 RECORDS MANAGEMENT DEPARTMENT  
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REQUEST FOR RECORD COPY

Pursuant to Open Records Act K.S.A. 45-215 through 45-230

**To be completed by requester. Please print clearly:**

NAME: \_\_\_\_\_ BUSINESS/ORGANIZATION: \_\_\_\_\_

STREET: \_\_\_\_\_ APT/STE# \_\_\_\_\_ CITY: \_\_\_\_\_ ST: \_\_\_\_\_ ZIP: \_\_\_\_\_

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I hereby acknowledge that K.S.A. 45-230 provides: “No person shall knowingly sell, give or receive, for the purpose of selling or offering for sale, any property or service to persons listed therein, any list of names and addresses contained therein, or derived from public records...” (Exceptions noted (1), (2), (3), (4), and (5).) I understand and acknowledge that a violation of this law can subject the violator to payment of a civil penalty set by the court not to exceed \$500 for each violation.

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

PLEASE FILL OUT ONE FORM PER CASE.

**CASE #:** \_\_\_\_\_ **CASE CAPTION:** \_\_\_\_\_

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Research fee		@ \$12.00 PER HOUR	\$
Other fees			\$
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**Payment types accepted**

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- In person: cash, cashier’s check, money order, personal check, debit card, or credit card. Personal check, debit and credit cards will require photo i.d. of person listed on face of check or card.
- Via email: contact Records Department for further instructions.

\*\*\*\* There is a \$4.95 processing fee to use debit or credit.

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