

RECORD SEARCH

Record Search by the Public

Records from the 38th Judicial District Court which have been filed with the Medina County district Clerk are public records. Indexes and a computer terminal are available in the District Clerk's office for research by the public.

Record search by District Clerk or Deputy

In accordance with the Government Code 51.318, there is a **\$5.00 fee per person** for a record search which is performed by the District Clerk or a deputy District Clerk.

Request by mail: A record search requested through the mail must be accompanied by a **written request**, indicating the person's name, the period of time to be searched, and specific results, if any, needed from the search. In addition to a personal or cashier's check or money order, a **self-addressed stamped envelope** must also accompany the request so that results may be returned.

There will be no telephone calls made to verify the results of a search.

Copies: Copies of records may be purchased at \$1.00 for the first Page and \$0.25 for each page thereafter. Certified copies may be Purchased at \$1.00 per page.