

Teton County Clerk of District Court  
**RECORD SEARCH REQUEST**

**\*\*Confidential Cases and Documents will not be reported in results\*\***

**PLEASE COMPLETE THE FOLLOWING**

Name to search \_\_\_\_\_ Year of birth\* \_\_\_\_\_

Name to search \_\_\_\_\_ Year of birth\* \_\_\_\_\_

Name to search \_\_\_\_\_ Year of birth\* \_\_\_\_\_

Name to search \_\_\_\_\_ Year of birth\* \_\_\_\_\_  
\*Optional

Case Type: Criminal / Civil / Probate (circle all that apply)

Lookback period: 5 yrs / 10 yrs / Other: \_\_\_\_\_

Delivery method: Mail / Fax / Email (circle preferred method of return)

Delivery address: Attn: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Payment Due: \$10.00 x \_\_\_\_\_ = \$ \_\_\_\_\_

Payment Status: See attached check / Paying cash (in person only)

**DISTRICT COURT CLERK'S OFFICE STAFF TO COMPLETE THIS SECTION**

CLERK RESULT: \_\_\_\_\_ No District Court case found \_\_\_\_\_ Case(s) found in District Court

<u>Case Type</u>	<u>Case #</u>	<u>Date Filed</u>	<u>Case Status</u>	<u>Items Attached</u>
_____	_____	_____	_____	Yes/No
_____	_____	_____	_____	Yes/No
_____	_____	_____	_____	Yes/No
_____	_____	_____	_____	Yes/No

Clerk Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Pmt Method: \_\_\_\_\_ Ref #: \_\_\_\_\_ Date Rcvd: \_\_\_\_\_ Clerk Receipt#: \_\_\_\_\_

## **Teton County Clerk of District Court Record Search Request Instructions**

### **Search Requests should include:**

- Name(s) to be searched.
- Case type(s) (Criminal and/or Civil and/or Probate).
- Applicable "look back" period, if any (for example: 10 years).
- Contact information for the requesting party, in the event that we have questions.
- Payment, or a request for a credit card payment link (a convenience fee applies).

### **\$10 fee per name applies (Rule 2 of WY Court Rules for Fees and Costs for District Courts)**

- Payment should be made to: Clerk of District Court

### **To search records in other Teton County and Wyoming courts, please contact:**

- Teton County Circuit Court at 307-733-7713
- Town of Jackson Municipal Court at 307-733-3932 x1152
- U.S. Federal Court at 307-344-2569 (for offenses and citations in our National Parks).
- [Clerks of District Courts in other WY counties](#)