



COURT RECORDS REQUEST FORM

Carolyn Timmann

Clerk of the Circuit Court & Comptroller

Martin County, Florida

**100 SE Ocean Boulevard
Stuart, FL 34994**

Instructions: Fill out form to request court documents filed with the Martin County Clerk of the Circuit Court.

Email completed form to: RecordRequest@martinclerk.com or **fax to:** (772) 288-5548.

Walk-in Customer Hours of Operation: Monday-Friday 8:00 am – 5:00 pm, except Courthouse holiday closures.

Requestor's Contact Information:

Date of Request: _____

Agency/Company Name: _____

Requestor's Name: _____

Contact Phone: _____ Email: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Court Case Information:

Party's Name: _____ Date of Birth (if known): _____

Select File Type: Circuit Civil County Civil Criminal Domestic Violence Family Probate
 Traffic Unknown

Request Type: Copies only Certified Copies

Cost and Payment methods: We will notify of cost once the request is processed.

Search fee: \$2.00 per year/per name (may apply)

Copy fee: \$1.00 per page

Certification fee: \$2.00 per document

Payment Methods: Cash, Cashier's Check, Personal Check, Money Order, Credit Card, Apple Pay, and Google Pay.
(A 3.5% processing fee will be added to payments made by credit cards.)

**Case Numbers /
Date of Document**

Examples of Document Types: Disposition, Judgment, Sentence, Order of Probation, Docket Sheet, Information Sheet, Arrest Report, Complaints, Dissolution of Marriage, and Wills.

Receive Records: In Person Email US Mail (Actual postage costs will apply.)

Certified Birth and Death Certificates:

- Florida Department of Health Bureau of Vital Statistics 904-359-6900 or VitalStats@FLHealth.gov
- Martin County Department of Health 772-221-4000 or <https://martin.floridahealth.gov/>