

UNITED STATES BANKRUPTCY COURT

NORTHERN DISTRICT OF CALIFORNIA

COPY REQUEST FORM

PLEASE PRINT LEGIBLY

Requesting Party Name: _____

Date: _____

Address: _____

Telephone Number: _____

Case Number: _____

☐ Open

☐ Closed

Case Name: _____

Documents to be Copied:

Document Number	Document Title	Number of Copies Public Terminal Only (\$0.10 per page)	Number of Copies (\$0.50 per page)	Certification (\$12.00)	Exemplification (\$24.00)
Total Copies/Certification/Exemplification:					

Records to be Copied:

☐ Case Docket

☐ Claims Register

All copy request fees must be paid in advance. Personal Checks and Cash ARE NOT accepted.

	Quantity	Amount
Number of Pages Copied - Public Terminal (\$0.10 per page)		
Number of Pages to be Copied (\$0.50 per page)		
Number of Documents to be Certified (\$12.00 each)		
Number of Documents to be Exemplified (\$24.00 each)		
Total Amount:		

☐ Paper copies to be returned by U.S. Mail

☐ Paper copies to be picked up at the Clerk's Office

For returns by mail, please include a self-addressed envelope with sufficient postage included.