



Audio CD or email Request Form

Pre-payment is required. The cost per CD or email is \$25.00. Multiple hearings listed on the same form for the same case number are included. There is a separate \$25.00 charge for each case number requested. The entire proceeding may not fit on one CD. The requester is responsible for payment of each CD for the entire hearing. An extra mail fee of \$2.00 is applied for mailed CDs. You can pay here www.chelanclerk.com. Please email request forms plus a copy of your payment receipt to SuperiorCourt.Clerk@CO.CHELAN.WA.US. Current audios are available the following week.

For transcription requests, the audio must be sent from the Clerk to court approved transcribers for Chelan County Superior Court. See <http://www.co.chelan.wa.us/superior-court/> under "How Do I".

Requestor Name: _____

How do you want to receive the audio? By CD _____ or by Email _____

Requestor Phone # or Email: _____

Date Requested: _____

Mailing Address (if applicable): _____

| Cause #: | Name of Case: | Date: |
|----------|---------------|-------|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

FOR CLERK'S OFFICE USE:

Total Amount Paid: _____

Payment & Request Taken By: _____

of CDs: _____

CD Burned/Emailed By: _____

of Hearings: _____

Date CD Burned: _____

Mailing Fee?: _____