

**SECOND JUDICIAL DISTRICT COURT**  
**SEARCH REQUEST FORM**

**REQUEST FOR SEARCH OF NAME AND / OR CASE NUMBER**

Date of Request: \_\_\_\_\_

Name of Person Requesting: \_\_\_\_\_

Telephone Number of Person Requesting: \_\_\_\_\_

Address of Person Requesting: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Type of Case to be searched:

\_\_\_\_\_ Civil

\_\_\_\_\_ Criminal (This court only handles gross misdemeanors and felonies.)

\_\_\_\_\_ Divorce/Annulment/Legal Separation

\_\_\_\_\_ Family (Other than listed above)

\_\_\_\_\_ Probate (Estate or Trust)

Years to be Searched \_\_\_\_\_ to \_\_\_\_\_

Name(s) of Plaintiff(s):

Name(s) of Defendant(s):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Search fee is \$1.00 per name, per year searched. Search fees must be paid in advance.

Acceptable forms of payment are Cash (in person only), Cashier's Check, Money Order, Business Check, or Local Personal Check (in person only) with a valid Nevada identification card or driver's license (information on check must match the information on the identification, i.e. same address and telephone number).

Submit request to:

Second Judicial District Court

Attn: Records

P.O. Box 30083

Reno, NV 89520-3083

If information is to be mailed to you, please include a self-addressed stamped envelope of sufficient size to fit an 8 ½ x 11 inches document.