

**RECORD OF JUDICIAL PROCEEDING REQUISITION FORM  
Second Judicial District Court**



**\$25.00 per CD**

**(as of February 9, 2021 per the updated Filing Fee Schedule for the  
Second Judicial District Court)**

*Cash, cashier's check, money order, business check, local personal check with a valid Nevada identification card or driver's license (information on local personal check must match the information on the identification; i.e. same address and telephone number) are acceptable forms of payment.*

**Please make checks payable to the Second Judicial District Court.**

Today's date: \_\_\_\_\_

Number of copies ordered: \_\_\_\_\_

Date of Proceeding(s): \_\_\_\_\_

Case Number(s): \_\_\_\_\_

Case Title(s): \_\_\_\_\_

Requesting Party Name: \_\_\_\_\_

Requesting Party Mailing Address: \_\_\_\_\_

Requesting Party Telephone Number: \_\_\_\_\_

**NOTE: The party requesting a CD has the responsibility to confirm the hearing was recorded before making the request. Contact the Department or Division where the hearing took place to confirm this information.**

**Please allow 7-10 days to process this request once submitted.**

\_\_\_\_\_  
FOR INTERNAL USE ONLY:

\_\_\_\_\_ Check Number  
\_\_\_\_\_ Date Paid  
\_\_\_\_\_ Clerk's initials