

**PUBLIC ACCESS TO COURT ELECTRONIC RECORDS**  
**(PACER)**  
**COPY OR SEARCH FEE FORM**

This form is used to request documents from the PACER Service Center. All fields are required for processing, please print or type.

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Please complete the following:

Firm/Business Name: \_\_\_\_\_

Login ID: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

City, State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Item(s) requested:

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**Fee Information** - Contact the PACER Service Center by telephone at (800) 676-6856 before submitting the form to determine the appropriate charge.

Check One:      Request should be:                  Faxed to number:  
   Mailed

Copy Fee (.10 per page): \_\_\_\_\_  
Search Fee (\$30.00 per document): \_\_\_\_\_  
Total Due: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

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Mail to:  
PACER Service Center  
Copy Request  
P.O. Box 780549  
San Antonio, TX 78278-0549

\* Your check must accompany your request.

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