

Morgan County Court
REQUEST FOR COURT COPIES
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Case Number: _____

Name(s) on the Case: _____

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Complete and return this form along with a check or
money order (do not send cash) and mail to:

Morgan County Clerk's Office
ATTN: Records Dept
180 S. Main St., Suite 172, Martinsville, Indiana 46151

**If you are unsure how many pages in the document you are requesting,
please call the Records Office at 765-205-1601 for an exact count.**

TO PAY BY CREDIT/DEBIT CARD

If you would like to pay by credit/debit card,
please email the above form to
records@morgancounty.in.gov then call
765-205-1601 with your card number
or fill in card information above and mail.
Please don't email credit card information.

There is a \$1.50 service charge for using your card.

REQUEST IN PERSON

If you prefer to pick up your copy (or copies) in person,
please email the above form to
records@morgancounty.in.gov
then call our Records Department
at 765-205-1601 to make arrangements.

Exemplified/Triple Seal

An exemplified/triple seal copy is a certification of an authenticated document with additional signatures and seals from Judge and Clerk. **Exemplified or triple seal copies hold more weight compared to certified copies.**

Exemplified (Double Seal) is signed and sealed by Judge and then Clerk.

Triple Seal is signed and sealed by Clerk, then Judge and Clerk again.

If you have any questions please call our Records Department at 765-205-1601.