

Forsyth County
CLERK OF SUPERIOR, STATE & JUVENILE COURTS
CIVIL/DOMESTIC COURT RECORDS
Copy Request by Mail

**Please provide as much information as possible to help expedite your request.*

Plaintiff(s): _____

Defendants (s): _____

Case # (if available): _____ Year of Case: _____

Case & Document Type: _____

Please indicate the number of copies needed next to the document type. For civil cases, please indicate the case type in the Additional Information box below.

Civil (Lawsuit,
Garnishment, etc.)

____ Service

____ Answer

____ Judgement

Divorce:

____ Final Judgement
& Decree

____ Agreement

____ Child Support
(through divorce)

____ Complaint

Child Support:

____ Final Order

____ Temporary Order

____ Income Deduction
Order

____ Worksheet

Name Change:

____ Final Order

Temporary Protective
Order:

____ Order

Total Copies: _____

Copy Fee

(first 25 pages): _____

Estimated Cost: _____

Additional Information: _____

Your Name: _____ Daytime Phone : _____
(we will only contact you for additional information regarding your request or to receive and process your credit or debit card payment)

Payment Options: _____

____ By Phone: Once your request is processed, a clerk will contact you using the daytime phone number provided. The clerk will accept Discover, MasterCard or Visa credit or debit card payments.

____ By Mail: Submit your request along with a payment using a business check, money order or cashier's check made out to the Clerk of Superior Court.

Return Options: _____

Please select preferred return option. Please note that certified and expunged copies cannot be emailed.

____ Mail:

____ E-Mail:

Name: _____ Name: _____

Address: _____ Email: _____

City/State/Zip: _____

Mail Request to: _____

Please submit your request to:

Clerk of Superior Court, Attn: Court Records, 101 East Courthouse Square, Suite 1007, Cumming, GA 30040