



A Grand City on a CHARMING SCALE

Decatur Municipal Court

402 Lee St. NE Decatur, AL 35601
(256) 341-4676

Request for Copies of Public Court Records

- **Government agencies may attach written request to this form in lieu of completion if documentation with letterhead already prepared.**

I request a copy of the following public record(s) of the Decatur Municipal Court: _____

Defendant's date of birth: _____

The reason(s) needed for this request is/are: _____

Request for the aforementioned public record(s) is made by the following individual:

Name: _____

Address: _____

Phone: _____

Email: _____

Signature of Requestor

Date Filed

You will be contacted at the number listed above when your record request has been completed and is ready for pick-up. All records not picked up within 30days will be destroyed.

Standard requests may take 7 to 10 business days to process

Records older than 5yrs may take up to 6 weeks to process due to extensive research