



JANICE L. HAWTHORNE
District Clerk
Matagorda County, Texas

Record(s) Request

Cause No.: _____ Court No.: _____

Case Style: _____

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Requested Document:

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Requestor: _____ Signature: _____

Address: _____

Telephone Number: _____ Email: _____

Date of Request: _____

Cost for records:

- Paper Format** \$1.00/per page
- Electronic Format** \$0.10/per page with a minimum charge of \$1.00
- Paper form converted to electronic format** \$1.00/per page
- Certify Document** \$5.00/per document

***Please allow 24 to 48 hours response time to your request. Should you need copy sooner, please contact this office.**

If you have any questions, contact this office at (979) 244-7621 or send an email dclerk@co.matagorda.tx.us.