



IN THE SUPREME COURT OF NEWFOUNDLAND AND
LABRADOR
(GENERAL/FAMILY)

REQUISITION FOR SEARCH/COPY

PART A: REQUESTOR INFORMATION

Date of Request: _____ Name: _____
Phone Number: _____ Firm: _____

PART B: REQUEST

I hereby request the Court to ^

- search for a Court file (complete Part C)
- copy a document in a Court file (complete Part D)
- search for a Court file and then copy a document in the file (complete Parts C and D)

PART C: SEARCH

The cost of each search is \$20.00. Each name is considered a separate search. Search results will not be provided until the fee is paid. Please provide as much information as possible.

Period of time to be searched: _____
(The date of death must be included in the line above for Probate searches)

Name of party to be searched:

- 1. _____ 3. _____
- 2. _____ 4. _____

**** You will be contacted when the search has been completed. ****

PART D: COPY

All copies made by the Court are subject to a copying fee. Copies will not be provided until the fee is paid. You must have the Court file number to request a copy of a document from a Court file. If you do not have the file number, you can request a search for the Court file number under Part C, above.

Court File Number: _____
Parties: _____

Document(s) to be Copied (include date of filing if possible):

Check this box if you want to know the cost of copying before the document is copied.

** You will be contacted when your document(s) is/are ready. **

Search/Copy completed on _____ by
_____. Total fee _____ received on
_____ by _____.