



LOUDOUN COUNTY CIRCUIT COURT CRIMINAL COURT CASE COPY REQUEST

NOTE: Large orders may take 72 hours

**Mail this request to:
Clerk of Circuit Court
ATTN: Criminal Division
P.O. Box 550
Leesburg, VA 20178**

This is a request for a copy of the following documents for:

Criminal case #CR_____ (10-digits)

Defendant's Name at time of conviction: _____

Document type	# pages .50 cents per page	Certified copy \$2.00 per document
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Additional information or comments: _____

Enclosed please find \$_____ check or money order per copy ordered and a self-addressed stamped envelope.

Please send the copies to:

In case the Clerk needs additional information, please provide requestor's:

Name _____

E-mail _____

Phone # _____