

COURT RESEARCH REQUEST

() Retainer () Non-Retainer



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CLIENT INFORMATION	
Customer Number	Date
Firm Name	
Firm Address	
City/State/Zip	
Attorney Name	
Attorney Bar Number	
Contact Name	
Telephone	File Number
Fax	

CASE INFORMATION		CASES INVOLVING
() Unlimited	County	() Plaintiff
() Limited	Court/Branch	<i>Name</i>
() District	Case Number	() Defendant
() Bankruptcy	Case Name	<i>Name</i>
() Other:		

ITEMS TO OBTAIN		TYPE OF COPIES
() Civil	() Docket	() Regular
() Criminal	() Entire File	() Certified
() Family	() Specific Documents	() Page Limit to Copy
() Probate		
() Small Claims		
() Other:		
		DATE OF DOCUMENTS/CASE FILE

TYPE OF SERVICE	SPECIAL INSTRUCTIONS
() On Demand (Same Day)	
() Rush (Next Day)	
() Regular (2-3 Days)	

FOR A-UNITED USE ONLY			
Date Received	Number of Hours	Court Research Fee	\$
Time Spent on Research		Location Fee	\$
Number of Cases Found	A-United Check No.	Court Copying Fee	\$
() File Missing, Requested Court Search		A-United Advance Fee	\$
() File Checked Out On Obtained On	Other Fees:		\$
() File Ordered On Obtained On			
() Copies Ordered On Picked Up On		Total	\$
Notes:			
			<i>Invoice Number</i>

TERMS
 This form must be attached when submitting a request to A-United. It is the customer's responsibility to prepare a new request form and attach it to their assignments accordingly. By submitting this request, you agree to our terms and conditions, which have been outlined in your client contract.