

RECORDS SEARCH REOUEST

Name(s) to Search: \_\_\_\_\_

Year(s) to Search: \_\_\_\_\_

Type(s) of Document(s) Requesting:

Check all that apply

<input type="checkbox"/>	Deeds	<input type="checkbox"/>	Assumed Name Certificates	<input type="checkbox"/>	Maps
<input type="checkbox"/>	Mortgages	<input type="checkbox"/>	Criminal Actions	<input type="checkbox"/>	Judgments
<input type="checkbox"/>	Civil Actions	<input type="checkbox"/>		<input type="checkbox"/>	Other:

Requestor Contact Information:

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

# of Two Year Period Search Requests:   4   (i.e. 1989-1991)/(1992-1993)(1994-1995)(1996-1997)

If you know the Civil Action or Criminal Action Case Number, please indicate: \_\_\_\_\_

(This would still constitute a \$5.00 search fee)

Search Fee Costs:

Court Records	Each Name per 2 year Period	\$5.00
Land Records	Each Name per 2 year Period	\$5.00
Other	Each Name per 2 year Period	\$5.00

NOTE: This does not include the cost of copies.

- \* Make your Money Order payable to "Oneida County Clerk".
- \* Once the search is complete, our office will contact you regarding the cost to obtain copies of any records found.

**Please complete this request along  
with form of payment & mail to**

**Oneida County Clerk Office  
Records Search  
800 Park Avenue  
Utica, New York 13501**