

Vernon County Circuit Court's
Access Procedures under COR 2.08
Updated 12-1-2023

All requests for copies of court records must be made in the form of writing. Written requests can be mailed in, faxed in, sent by e-mail, or submitted in person. Each request must state the case number if known, the party's names, the type of case and filed date or approximate date if exact date is unknown. The request must state what document(s) are being requested.

Copies are 0.20 per page and a deposit may be requested and required in advance.

Confidential information such as Social Security Numbers, Motor Vehicle Operator License numbers, State Identification numbers, Minor's names, Date of Births, Financial institution account numbers, credit card numbers, etc. will be redacted from the Court Records before disseminating. However, if you are a party to the case and are requesting an un-redacted copy you must provide the Court with a copy of your driver's license/photo id.

Records requests shall be responded to as promptly as practical and shall be provided at a time and in a manner that does not interfere with the regular business of the Courts.