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Re: Request For Documents

To whom it may concern,

I am writing to request a certified copy of the final judgement from the case with the following details:

Case Style: _____

Case Number: _____

Case Year: _____

Parties:

_____

The document I am requesting is directly related to me. I am a party to the action listed above.

This document is being requested for the following reason:

_____

I have enclosed a self-addressed, stamped envelope. I have included a fee of the following amount to obtain this copy: $2 (two US dollars). The fee is being paid by Check.

Sincerely,

_____