

FAMILY COURT OF THE STATE OF NEW YORK
COUNTY OF NASSAU
1200 Old Country Road
Westbury, NY 11590
Records Department Fax # (516) 571-9320

NCFC Court Records Request by Mail or Fax Form

Pursuant to Family Court Rules, access to family court records is limited. If you are not a party to the case, you may not be entitled to any documents from the record.

Person Requesting Court Records:

Name: _____	Address: _____ _____	Telephone #: _____
----------------	----------------------------	-----------------------

Case Information:

Petitioner's Name: _____	File #: _____	Child's(ren's) Name(s) & Date(s) of Birth: _____ _____
Date of Birth: _____	Docket #: _____ _____	_____ _____

Respondent's Name: _____	What documents are you requesting? (example: custody petition dated 10/10/2000 or support order dated 10/10/2000): _____ _____
Date of Birth: _____	Dated _____ Dated _____ Dated _____

Do you require the requested document to be certified? _____ .

Sworn to before me this _____ *
day of _____, 20____

* _____
Signature

Notary Public

*Note: A request for records submitted to the court by mail or by fax must be notarized.
If you are the attorney of record, only a signature is required.