

**Request for Initial Documentation**

Parker Municipal Court  
[court@parkeronline.org](mailto:court@parkeronline.org)  
[\(303\) 805-3195](tel:(303)805-3195)

I (print name), \_\_\_\_\_, am requesting to be provided any initial documentation that has been submitted to the Municipal Court in the following case:

Defendant Name: \_\_\_\_\_

Case/Citation Number: \_\_\_\_\_

**I request delivery by (select only one method):**

US Mail to: \_\_\_\_\_

E-mail to: \_\_\_\_\_

I will pick up at the Parker Municipal Court\* (check box)

(\*Please contact the Municipal Court Clerk prior to appearing for pick up to ensure the documents are ready.)

*The Municipal Court is generally able to complete requests for initial documentation within five business days.*

**Requesting party Information:**

Relationship to Defendant (check appropriate box): Defendant Attorney for Defendant (Reg. No. \_\_\_\_\_)

Authorized Parent/Guardian of Juvenile Defendant

[If you are not one of the above-listed individuals, you must request the initial documentation through the Police Departments Records Request process as detailed at: <https://parkerpolice.org/569/Police-Reports>]

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

Telephone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Requesting party signature: \_\_\_\_\_

**Pursuant to CRS §24-72-305.5 of the Colorado Open Records Act {CORA}, records of official actions, criminal justice records, and the names, addresses, telephone numbers, and other information in such records obtained from the Town of Parker, SHALL NOT be used by any person for the purpose of soliciting business for pecuniary gain. By signing above, I confirm that I will not use this information in violation of CRS §24-72-305.5**

**Return completed form along with a copy of your government issued photo identification or if you are an attorney representing the Defendant provide this form along with a copy of your Entry of Appearance to: Parker Municipal Court, 20120 E. Mainstreet, Parker CO 80138 or e-mail to: [court@parkeronline.org](mailto:court@parkeronline.org)**

For efficiency purposes, the Municipal Court will provide the initial documentation received by the Court up through the date of production. Please be aware that additional documentation may be available prior to or subsequent to the first appearance before the Municipal Court. You will need to communicate with the Town's prosecutors regarding any additional documentation that may be available.

Please be advised that the Court does not hold physical evidence, including recordings or photographs.

**Below to be completed by the Court only:**

Date received: \_\_\_\_\_

Date completed: \_\_\_\_\_

Confirmed ID/EOA: \_\_\_\_\_