

# Real Estate Records Copy Request

Please provide as much information as possible to assist us in finding the records.

Copy fee is \$10.00 for each copy.

Payment can be made by Money Order or Cashier's Check. **\*\*\*NO PERSONAL CHECKS\*\*\***

## **Grantor Information:**

Name 1: \_\_\_\_\_

Name 2: \_\_\_\_\_

## **Grantee Information:**

Name 1: \_\_\_\_\_

Name 2: \_\_\_\_\_

## **Document Information:**

Book Type: \_\_\_\_\_ Book #: \_\_\_\_\_ Page #: \_\_\_\_\_

Date Filed: \_\_\_\_\_ Document Type: \_\_\_\_\_

## **Property Information:**

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

## **Copy Information:**

Number of Copies: \_\_\_\_\_ Payment Amount Enclosed: \_\_\_\_\_  Certified Copy (Please check otherwise a regular copy will be furnished)

## **Requestor Information:**

Requestor Name: \_\_\_\_\_

Daytime Phone Number: \_\_\_\_\_

## **Mail-back Address:** (What address would you like the copies mailed to?)

Name 1: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Comments:

Print form and send with money order or cashier's check. **\*\*\*NO PERSONAL CHECKS\*\*\***

## **Please mail request to:**

Clerk of Superior Court  
Attn: Real Estate  
P.O. Box 2145  
Columbus, Ga. 31902