

Information Requests

There are two types of judicial records available upon request: (1) Court (case) records and (2) Administrative records.

COURT RECORDS

Court Records are those records filed with the court as part of a civil or criminal judicial proceeding. Access to these records is governed by GR (General Rule) 31 and are usually maintained by the court clerk. 31 court rule. Use the [CASE RECORDS REQUEST](#) to obtain information about a specific defendant or case. Use the [REQUEST FOR INFORMATION](#) for all other types of information, particularly broader requests for filings for a period, counts for a period, and detailed reports.

ADMINISTRATIVE RECORDS

Administrative Records are records pertaining to the management, supervision or administration of the Court itself (judicial branch). Access to judicial administrative records is governed by GR 31.1. For more information about administrative records requests, select: [ACCESS TO ADMINISTRATIVE RECORDS](#). Use the [GR31.1 PUBLIC RECORDS REQUEST FORM](#) for administrative records requests.

For both Court and Administrative record requests, print out the request, sign it, and mail, deliver or fax the request to:

Ferry County District Court
350 East Delaware #6
Republic, Washington 99166
Fax: 509-775-5221

You can also attach the request to an email to Deputy Clerk Holly Haddenham at dcdeputy@co.ferry.wa.us Make sure you include your contact information so the court clerk can contact you regarding your request.