



## Contra Costa County Technical Services

### Records and Identification Unit

2530 Arnold Drive #170

Martinez, Ca 94553

(925) 335-1570

### REQUEST FOR RELEASE OF JUVENILE CASE INFORMATION

Juvenile records are confidential under State and local law. In order to obtain information regarding a juvenile case you must complete this request form for the Contra Costa County Juvenile Court Judge.

I, \_\_\_\_\_, residing at, \_\_\_\_\_  
(Name – Please Print) (Address)  
\_\_\_\_\_, ( \_\_\_\_\_ ) \_\_\_\_\_,  
(City, State, Zip Code) (Phone #)

hereby request the release of Contra Costa County Sheriff report number \_\_\_\_\_

containing the juvenile "other" name and address, which occurred on \_\_\_\_\_.

Your interest in the case:

- I was the victim and I need this information in order to seek restitution from the suspect and/or his parents through the filing of a claim or civil suit.
- Parent/Guardian of victim. Victim's Name \_\_\_\_\_
- Insurance company representing victim. Victim's Name \_\_\_\_\_
- Attorney representing victim, Victim's Name \_\_\_\_\_
- Other (specify) \_\_\_\_\_

I Understand and agree that this information, if released to me, will only be used to seek, in a legal manner, restitution for damages I have suffered. I will not release this report or information to any parties not entitled to such information pursuant to the Inspection of Juvenile Court Records and Release of Police Reports, nor will I use it for any other purpose that is in violation of T.N.G. V. Superior Court, San Francisco (1971) 4c. 3d 767.

\_\_\_\_\_  
Signature – Police Department Witness

\_\_\_\_\_  
Signed Under Penalty Of Perjury in the presence of SO Employee

\_\_\_\_\_  
DATE

\_\_\_\_\_  
RECEIPT #

\_\_\_\_\_  
DATE

Notice to Application: Upon completion of this form and payment made for SO report copies, plus postage, the Office of the Sheriff will mail all documents to the Judge of the Juvenile Court, Superior Court, P.O. Box 911, Martinez, CA 94553. Upon review of this request form and the police report, the Juvenile Court Judge will determine what is appropriate to release. The Juvenile Court Judge will keep one copy of this form for their records and return a copy to the Office of the Sheriff advising of the decision to release or not release.

Documents forwarded to requestor by:

\_\_\_\_\_  
Signature (Sheriff's Office Employee) Date

\_\_\_\_\_  
Signature – Juvenile Court Judge Date  
Contra Costa County

- Information Released
- Information NOT Released
- 

\_\_\_\_\_  
Print Name

Instructions to Superior Court: Please return the report and signed form to CCCSO Records & Identification Unit, 2530 Arnold Drive #170, Martinez, Ca. 94553 Thank you