

SUPERIOR COURT OF CALIFORNIA • COUNTY OF FRESNO

ORDER FORM FOR CASE INDEXES VIA E-MAIL

Case indexes are obtained from two case management systems depending on the case type requested; the V2 system for Criminal and Traffic cases and the BANNER system for Civil and Small Claims. Case indexes are run each month with a cost per month of \$25.00. If this is a new account, there is a one-time set-up fee of \$75.00.

How to order:

1. Fill out the information below in the row corresponding to the system and case type of data desired.
2. Indicate the month(s); e.g. Jan-Feb, Jan-Mar, etc.
3. Indicate the year(s); e.g., 2006.
4. Count the number of month(s) requested and place in the "Total No. of Months" cell.
5. Multiply the number of months times \$25.00 to derive the "Cost".
6. Include the \$75.00 one-time set-up fee, if applicable.
7. Total the amounts in the "Cost" column and place in the "Total Amount Enclosed". Please include a check, money order, or certified check for that amount with your order, payable to the Fresno County Superior Court.
8. **IMPORTANT:** Complete the email address and other information at the bottom of the form.
9. Mail to: Court Technology Department, Attn: Case Index Request
Fresno County Superior Court
1100 Van Ness Avenue
Fresno, CA 93724-0002

System Case Type	Order Details				
	Month(s)	Year(s)	Total No. of Months	Price per Month	Cost
V2 Criminal/Traffic				\$25.00	\$
BANNER Civil/Small Claims				\$25.00	\$
One-time Set-up Fee of \$75.00					\$
Total Amount Enclosed					\$

Order Date: _____

E-mail Address: _____

Business Name: _____

Contact Person: _____

Address: _____

City/State/Zip Code: _____

Phone No: _____