

ADMINISTRATIVE OFFICE OF THE COURTS  
RECORDS UNIT  
100 MILLCREEK PARK  
FRANKFORT, KENTUCKY 40601  
502-573-1682 or 800-928-6381  
records@kycourts.net



The process to obtain the information contained in CourtNet is as follows:

**Individuals**

Requesting a record on yourself requires a  
in 30 days contact us at the number listed above.

If you do not receive a response

*\* No Fee \**

**Nonprofit/Commercial/Others**

Requesting a record on individuals requires a

**Government**

Government entities must provide a tax exempt number for waiver of fees, contact person, phone number, and mailing address on their request.

**Fees are paid to the order of the KENTUCKY STATE TREASURER by check or money order ONLY. FAILURE TO COMPLY WITH THESE PROCEDURES WILL RESULT IN THE REQUEST BEING RETURNED UNPROCESSED.** If you suspect information contained on the record is incorrect, or have any questions, please contact the Records Unit at (502) 573-1682 or (800) 928-6381.

PLEASE **PRINT OR TYPE** THE INDIVIDUAL'S INFORMATION **CLEARLY**.

SOCIAL SECURITY NUMBER: \_\_\_\_\_ DLN: \_\_\_\_\_

NAME: \_\_\_\_\_

MAIDEN NAME(S) AND/OR ALIAS: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_

STREET ADDRESS / P.O. BOX: \_\_\_\_\_

CITY, STATE, ZIP CODE: \_\_\_\_\_

*I understand the information supplied by me must be truthful and falsification with an intent to mislead may result in my prosecution under KRS 523.100. I have provided the basic information necessary to qualify for record processing and exemption of fees - if applicable.*

**\* ALL INFORMATION BELOW IS REQUIRED.**

Individual's Signature

D6612

Tax Exempt Number

Blue Grass Community Action

Company

Kristy Freeman

Requestor/Contact Person

III Professional Court

Address

Frankfort, KY 40601

City, State, Zip

Date

kristy.freeman@bgcap.org

E-mail address (sent to this e-mail only)

502-848-8715

Telephone Number

Please denote which purpose applies to this request:

Employment

Criminal Investigation

Screening Housing Applicants

Volunteer/Care over Juvenile (SCP)

Licensing

Other (please explain) \_\_\_\_\_