

Greene County, Missouri Circuit Clerk's Office

REQUEST FOR TRANSCRIPTS

Note: Transcripts will be prepared by Court Reporter or OSCA depending on the case type.

***Not all cases will have transcripts as this varies due to different case and hearing types.*

Required fields

Please note not all cases will have a transcript as this varies due to different case and hearing types.

***Name or Business** _____

***Telephone Number** _____

*** Address** _____

Please select Case Type

Criminal/Traffic Case Civil Case Domestic/Family Court Case Probate Case

Complete the following:

***Case Number(s):** _____

***Petitioner(s):** _____

***Respondent(s) or Defendant:** _____

***Date and Time of Hearing/Trial** _____

***Division/Judge:** _____

Additional Information

- Depending on the case type, you will be contacted by the Court Reporter or the Circuit Clerk's Office with price and estimated processing time.
- Payments will be as directed by the Court Reporter or the Circuit Clerk's Office and due prior to processing
- Paper Transcripts will be mailed to requestor by the Court Reporter or Office of State Courts Administrator depending on case type.
- **Transcript requests may be submitted in person, by mail, or email**
- **Address:** Greene County Circuit Clerk's Office, 1010 N. Boonville Ave, Springfield, MO 65802
- **Email:** gre.copyrequest@courts.mo.gov
- Civil or Domestic cases please include both the Petitioner and Respondents names.

*****All Missouri Attorneys must E-file their requests to each case via secure Case.net*****

For more information on Paper Transcripts please call:

Criminal Cases- Julie Allen (417) 829-6564

Civil Cases – Kerri Jerome (417) 829-6573

Domestic/Family Court Cases – Diana Slaughter (417) 829-6548

Probate Cases – (417)829-6367

For Office Use only:

Division _____ Court Reporter: _____

Date request forwarded to Court Reporter/OSCA: _____ by _____