

Copies & Records Searches

When requesting a records search or copies of documents, please provide as much information as possible. Send your written request along with a self addressed, stamped envelope to our office at:

200 West Broadway
Missoula, MT 59802.

You may also fax your request to us at 406 258-4899.

Payment by Visa or Mastercard - If paying by Visa or MasterCard, your written request must include the credit card number and expiration date along with your signature. For your convenience, you may use the Credit Card Authorization Form available on this website.

Payment by check - If you wish to pay by check or money order, your request must include a telephone number where you can be reached so we can notify you of the amount due. Upon receipt of your payment, the requested information will be forwarded to you. **Please do not send a blank check.**

Copy and search fees:

Copy of Marriage License - \$5.00

Copy of Divorce Decree - \$10.00

Copies (except Marriage License and Divorce Decree) - \$1.00 per page for first 10 pages, \$0.50 per page for each additional page

Certification with Seal - \$2.00 per document

Searches - \$2.00 per name per year for the first seven years, \$1.00 per name per year for each additional year.