



**16<sup>th</sup> JUDICIAL CIRCUIT OF MISSOURI**  
**Department of Criminal Records**

1315 Locust  
Kansas City, MO 64106  
816-881-4350

308 W. Kansas, Suite 127  
Independence, MO 64050  
816-881-4500

**Beverly A. Newman**  
**Court Administrator**

**Sarah N. Voss**  
**Director, Criminal Records**

**Request for Audio Transcripts**

☐  
[CRMKCCopyRequests@courts.mo.gov](mailto:CRMKCCopyRequests@courts.mo.gov)

**1315 Locust**  
**Kansas City, MO 64106**

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[CRMINCopyRequests@courts.mo.gov](mailto:CRMINCopyRequests@courts.mo.gov)

**308 W. Kansas, Suite 127**  
**Independence, MO 64050**

**Please submit your request to only one Criminal Records location email for processing.**

Date \_\_\_\_\_

Requestor Name \_\_\_\_\_

Address \_\_\_\_\_

Contact Number \_\_\_\_\_ Preferred email \_\_\_\_\_

Defendant Name \_\_\_\_\_ Case Number \_\_\_\_\_

Date and Time of Hearing \_\_\_\_\_

Division/Judge \_\_\_\_\_

Reason for transcript request \_\_\_\_\_

**Fees:**

Fees for audio transcripts are \$25.00 per recording to be paid upon invoice. Additional fees may be incurred. The requestor will be notified of estimated fees; and payment must be received before the request is fulfilled.

**Notes:**

Audio transcripts from the 16<sup>th</sup> Judicial Circuit of Missouri are recorded onto CD-R media. PC requirements: a CD-ROM drive and access to the internet, with pop-up blocker turned off. You must be able to download and install FTR's TheRecordPlayer onto your PC to listen to the audio transcript.

Audio transcripts must be picked up by the requestor from Criminal Records at the requested location.

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