



**SUPERIOR COURT CAMDEN COUNTY**  
**JOY LYNN TURNER, CLERK**  
 POST OFFICE BOX 550  
 WOODBINE, GEORGIA 31569

**Request for Certified Copies of Court Records**

Per O.C.G.A. §15-6-77(g)(4) the fees for certified copies of court documents are  
 \$2.50 for the first page and \$0.50 for each additional page.  
 Call (912) 576-5631 for assistance in determining the total fees for requested copies.

- E-Certified copies are available electronically via the GSCCCA portal at: [ecert.gsccca.org](http://ecert.gsccca.org)

**Otherwise,**

- Complete this request form. Please print or type,
- Enclose a check or money order payable to "Clerk of Superior Court". Please do not send cash,
- Enclose a self-addressed & stamped envelope for returning your certified copy(s),
- Mail this form with payment and return envelope to:

**USPS:** Clerk of Superior Court  
 P.O. Box 550  
 Woodbine, GA 31569

**FEDEX or UPS:** Clerk of Superior Court  
 210 East 4<sup>th</sup> Street  
 Woodbine, GA 31569

DOCUMENT INFORMATION:	
1 <sup>st</sup> Party's Name:	
2 <sup>nd</sup> Party's Name:	
<b>Civil</b> – Date of Divorce:	
<b>Criminal</b> – Date of Offense & Arrest Charge:	
<b>Real Estate</b> – Date of Purchase:	
Type of Document [Judgment, Warrant, Disposition, Deed, Plat, etc.]	
Number of Copies:	

REQUESTOR INFORMATION:	
Requester's Name:	
Mailing Address:	
City, State, Zip:	
Phone Number:	

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

## **NOTICE FROM THE CLERK**

The Georgia Open Records Act establishes the right to inspect and/or receive public records, excluding those records that are specifically exempted by court order or law. To inspect and/or receive records, please send the following information to the Open Records Officer, Joy Lynn Turner at [jlturner@co.camden.ga.us](mailto:jlturner@co.camden.ga.us).

The Open Records Officer will respond to your request within three (3) business days to notify you if there are records responsive to your request and if the records requested are subject to release. Should you not receive a response within three (3) business days notifying that the request was received, please contact the Clerk of Superior Court at (912)576-5631.

Responses shall include the cost to search, retrieve, copy, redact, and/or supervise inspection of the requested document(s). The cost represents the hourly rate of the lowest paid full-time employee who has the necessary skills and training to respond to your request. There is no charge for the first 15 minutes. The fee for letter or legal size copies is 50¢ per page. Other types of documents or electronic media are charged based upon the county's expense to reproduce the record. Where fees for certain records are otherwise prescribed by law, such specific fees shall apply. Payment is required upon receipt of the records.

Some records are not readily accessible. In these instances, a timeline will be provided as to when the records will be available.