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Act 134 Crime Victim Request Right of Access Form

Date of Request: \_\_\_\_\_

Submitted via: \_\_\_\_\_ E-mail \_\_\_\_\_ U.S. Mail \_\_\_\_\_ Facsimile \_\_\_\_\_ Hand Delivery

**Requesting Party Information**

Name: \_\_\_\_\_

\_\_\_\_\_ Crime Victim \_\_\_\_\_ Representative (i.e. Estate Exec.) \_\_\_\_\_ Defendant in a Civil Action

Address: \_\_\_\_\_

Telephone No.: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Request Information**

Reason for Request: \_\_\_\_\_ pending civil action \_\_\_\_\_ preparation of a civil action

Case Caption/Docket No.: \_\_\_\_\_

Jurisdiction: \_\_\_\_\_

Name of Victim: \_\_\_\_\_

Name of Suspect/Defendant: \_\_\_\_\_

Incident Date: \_\_\_\_\_

Police Jurisdiction/Case Number: \_\_\_\_\_

Materials Requested (use additional pages, if necessary):<sup>1</sup>

Requested materials should be provided to:

\_\_\_\_\_ Requesting Party \_\_\_\_\_ Attorney for the Requesting Party

Name: \_\_\_\_\_

Firm: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone number: \_\_\_\_\_

E-mail: \_\_\_\_\_

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<sup>1</sup> Requests for judicial records should be made to Todd A. Rock, Franklin County Clerk of Courts: [clerkofcourts@franklincountypa.gov](mailto:clerkofcourts@franklincountypa.gov).

**18 Pa.C.S.A. § 9158.2(b) UNSWORN STATEMENT**

I, \_\_\_\_\_, hereby state as follows:

1. I am a Requesting Party or the legal representative of a Requesting Party pursuant to 18 Pa.C.S.A. § 9158, *et seq.*<sup>2</sup>
2. As described in Attachment A, the requested information is directly related to a civil action pending in a court in this Commonwealth, or material and necessary to the investigation or preparation of a civil action in this Commonwealth. 18 Pa.C.S.A. § 9158.2(a).
3. I understand that criminal history investigative information obtained pursuant to 18 Pa.C.S.A. § 9158, *et seq.* is discoverable in a civil action directly related to the crime, unless otherwise nondiscoverable or privileged from discovery. 18 Pa.C.S.A. § 9158.2(e).
4. I understand that information obtained pursuant to this request shall be used only in connection with an actual or potential civil action directly relating to this criminal history investigative information and that use of information to harass, intimidate, or threaten another shall constitute a criminal offense. 18 Pa.C.S.A. §§ 9158.5(c), (d).
5. The statements made in this declaration are true and correct to the best of my knowledge, information, and belief. I make these statements pursuant to the penalties of 18 Pa.C.S.A. § 4904 (relating to unsworn falsification to authorities).

\_\_\_\_\_  
Signature of Requesting Party OR  
Requesting Party's Legal Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
(if applicable) Signature of Attorney for  
Requesting Party OR Requesting Party's Legal Representative

\_\_\_\_\_  
Date

<sup>2</sup> A Requesting Party is defined as "a crime victim or a defendant in a civil action in which a crime victim is a party." 18 Pa.C.S.A. § 9158.