

Gratiot County Clerk, Carol A. Vernon
214 E. Center Street, P.O. Box 437, Ithaca, MI 48847
Phone: (989) 875-5215 Fax: (989) 875-5254
clerk@co.gratiot.mi.us

CRIMINAL OR CIVIL RECORD SEARCH

- \$12.00 per name for 10-year search (Please be advised this applies to Circuit Court records only. Please contact District Court for their policy).

To obtain a criminal or civil record search:

- **Apply in person.** Payment options: Cash, check, money order, debit/credit card (Visa credit not accepted). Additional fees apply for debit/credit payments.
- Order **on-line** [CLICK HERE](#)
- **Mail or Fax***, information to include in written request:
 - Name to search
 - Timeframe of search (if other than 10-year search, additional fee may apply)
 - Return address
 - Daytime phone number
 - Signature
 - Payment Options: Check or money order payable to Gratiot County Clerk
 - Fee: \$12.00 payable to Gratiot County Clerk
- NOTE: ***Fax** request to (989) 875-5254 and pay by debit/credit. To make payment, go on-line www.GovPayNOW.com or call 1-888-604-7888. Please use pay location code (PLC#) 5154. Additional fees apply.