



Clerk Mariyana T. Spyropoulos
Office of the Clerk of the Circuit Court of
Cook County, Illinois

External Agency Request Form

Date of Request: _____

1.) **Agency Information:** _____

Representatives Name: _____ Agency Name: _____

E-mail: _____ Phone Number: _____

2.) **Type of Request:** Please select the following box that corresponds with your request.

Viewing Physical Document

Emailed Document - Please Fill Out Section 3

Terminal Usage

Interview - Please Fill Out Section 4

3.) **Document Requested:**

Division/Dept.: _____ Case Number (s): _____

Parties in the Case: _____

4.) **Interview:**

In- person Interview: TV Radio Print Digital Event

Telephone Interview

Online Interview

Email Interview

5.) **Interview Information:**

a.) Live Recorded Session Length of Interview: _____

b.) Contact Person: _____

Phone Number: _____ Email: _____

c.) Preferred Date (s), Time (s), and Time zone: _____