

IN THE INTEREST OF

\_\_\_\_\_  
Name

**Request to Inspect  
Juvenile Court Records**

Case No. \_\_\_\_\_

\_\_\_\_\_  
Date of Birth

- 1. I am requesting to inspect the court records relating to the child/juvenile. I am a(n):
  - Authorized representative of a law enforcement agency investigating alleged criminal activity or activity that may result in a court exercising jurisdiction under §938.12 or 938.13(12). §938.396(2g)(c), Wis. Stats.
  - Authorized representative of a court of criminal jurisdiction requesting information for the purpose of conducting or preparing for a proceeding in that court. §§48.396(2)(e) and 938.396(2g)(d), Wis. Stats.
  - Authorized representative of the district attorney requesting information to perform his or her official duties in a proceeding in a court of criminal jurisdiction. §§48.396(2)(e) and 938.396(2g)(d), Wis. Stats.
  - Authorized representative of a court of civil jurisdiction or the attorney for a party to a proceeding in that court requesting information to impeach a witness under §906.09. §938.396(2g)(d), Wis. Stats.
  - Attorney, or authorized representative of the attorney, for the person whose records are requested, to prepare that client's defense. §938.396(2g)(dm), Wis. Stats.
  - Authorized representative of the Department of Corrections or any other person preparing a presentence investigation. §48.396(2)(dr) and §938.396(2g)(dr), Wis. Stats.
  - Authorized representative of the Department of Corrections reviewing court records on a juvenile who has been adjudicated delinquent or found not responsible by reason of mental disease or defect, for a sexually violent offense and is a registered sex offender. §938.396(2g)(em), Wis. Stats.
  - Victim-witness coordinator enforcing the constitutional and statutory rights of a victim. §938.396(2g)(f), Wis. Stats.
  - Insurer of the victim to learn the amount of restitution, if any, ordered by court. §938.396(2g)(fm), Wis. Stats.
  - Authorized representative of court having jurisdiction over actions affecting the family, attorney responsible for support enforcement, or a party, a party's attorney or the juvenile's guardian ad litem, to a paternity action requesting information relating to paternity for purpose of determining, or rebutting presumption of, paternity of the child/juvenile. §§48.396(2)(dm) and 938.396(2g)(g), Wis. Stats.
  - Authorized representative of any court assigned to exercise jurisdiction under chapters 48 and 938, municipal court exercising jurisdiction under §938.17(2), Wis. Stats., district attorney, corporation counsel, or city, village, or town attorney requesting review of court records for the purpose of any proceedings in that court. §§48.396(2)(g) and 938.396(2g)(gm), Wis. Stats.
  - Attorney or guardian ad litem for a party to a chapter 48 or 938 proceeding in this court requesting a review of court records for the purpose of this proceeding. §§48.396(2)(g) and 938.396(2g)(gm), Wis. Stats.
  - Authorized representative of the court having jurisdiction over actions affecting the family, an attorney for a party or guardian ad litem in an action affecting the family, requesting a review of court records for the purpose of considering the custody of the child/juvenile. §§48.396(2)(h) and 938.396(2g)(h), Wis. Stats.

- Authorized representative of the court assigned probate jurisdiction, attorney general, personal representative, special administrator, attorney performing services for the estate, a person interested as defined in §851.21, attorney, attorney-in-fact, guardian ad litem or guardian of the estate of a person interested, requesting review of court records for the purpose of determining whether any juvenile was adjudicated delinquent on the basis of unlawfully and intentionally killing a person. §938.396(2g)(i), Wis. Stats.
- Representative of a fire investigator under §165.55(15) Wis. Stats., requesting the review of court records for the purpose of pursuing an investigation. §938.396(2g)(j), Wis. Stats.
- Authorized representative of the Department of Corrections, the Department of Health Services, the Department of Justice, or a district attorney for use in the prosecution of any proceeding or any evaluation conducted under ch. 980. §938.396(10), Wis. Stats.

- 2. I am requesting to inspect and obtain copies of the court records relating to the child/juvenile. I am an:
  - Authorized representative of Department of Children and Families, Department of Corrections, or a federal agency monitoring and conducting periodic evaluations of activities under 45 CFR 1355, 1356, and 1357. §§48.396(2)(b)1. and 938.396(2g)(b)1., Wis. Stats.
  - Authorized representative of an entity engaged in bona fide research, monitoring, or evaluation of activities conducted under the Children’s Court Improvement Program [42 USC 629h], as determined by the Director of State Courts. §§48.396(2)(b)2. and 938.396(2g)(b)2., Wis. Stats.
- 3. **For any requester not listed above:**
  - The juvenile is alleged to be delinquent for committing a violation specified as a Serious Juvenile Offender Crime. §938.396(2g)(k), Wis. Stats.
  - The juvenile is alleged to have committed a violation that would be a felony, and has previously been adjudicated delinquent. §938.396(2g)(L), Wis. Stats.

**IF A REQUEST IS MADE UNDER #1 OR #3, RECORDS MAY BE INSPECTED BUT SHALL NOT BE COPIED UNLESS ORDERED BY THE COURT.**

**IF A REQUEST IS MADE UNDER #3, THE COURT REPORTS UNDER §938.33, WIS. STATS., EXAMINATIONS UNDER §938.295, WIS. STATS., AND OTHER RECORDS THAT DEAL WITH SENSITIVE PERSONAL INFORMATION OF THE JUVENILE AND THE JUVENILE’S FAMILY SHALL NOT BE OPEN FOR INSPECTION.**

4. Other: \_\_\_\_\_

▶

\_\_\_\_\_

Person Making Request

\_\_\_\_\_

Name Printed or Typed

\_\_\_\_\_

Address

\_\_\_\_\_

Email Address Telephone Number

\_\_\_\_\_

Date State Bar No. (if any)

- DISTRIBUTION:
1. Court
  2. Person making request

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STATE OF WISCONSIN, CIRCUIT COURT, \_\_\_\_\_ COUNTY

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IN THE INTEREST OF

\_\_\_\_\_  
Name

**Order on Request  
to Inspect Juvenile Court Records**

\_\_\_\_\_  
Date of Birth

Case No. \_\_\_\_\_

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The Court received a request to inspect juvenile court records relating to the child/juvenile by  
[Requestor] \_\_\_\_\_ on [Date] \_\_\_\_\_.

**IF A REQUEST IS MADE UNDER #1 OR #3, RECORDS MAY BE INSPECTED BUT SHALL NOT BE COPIED  
UNLESS ORDERED BY THE COURT.**

**IF A REQUEST IS MADE UNDER #3, THE COURT REPORTS UNDER §938.33, WIS. STATS., EXAMINATIONS  
UNDER §938.295, WIS. STATS., AND OTHER RECORDS THAT DEAL WITH SENSITIVE PERSONAL  
INFORMATION OF THE JUVENILE AND THE JUVENILE'S FAMILY SHALL NOT BE OPEN FOR INSPECTION.**

**THE COURT ORDERS:**

The request is

1. **GRANTED.**
2. **DENIED** for the following reason: \_\_\_\_\_.
3. Other: \_\_\_\_\_.

**THIS IS FINAL ORDER FOR THE PURPOSE OF APPEAL.**

**DISTRIBUTION:**

1. Court
2. Person making request

STATE OF WISCONSIN, CIRCUIT COURT, \_\_\_\_\_ COUNTY

IN THE INTEREST OF

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date of Birth

**Request and Authorization  
to Open Juvenile Court  
Records for Inspection**

Case No. \_\_\_\_\_

To the custodian of child/juvenile court records:

1. I am the

- child/juvenile and am 14 years of age or older.
- parent of the child/juvenile.
- guardian of the child/juvenile.
- legal custodian of the child/juvenile.
- expectant mother, 14 years of age or older, whose unborn child is the subject of a chapter 48 proceeding.
- guardian ad litem for the unborn child.

2.A. I request to inspect the court records relating to the child/juvenile.

2.B. I authorize [Name] \_\_\_\_\_ to inspect the following court records pertaining to the child/juvenile:  
*Specify record(s):* \_\_\_\_\_

3. Other: \_\_\_\_\_

\_\_\_\_\_  
Person Making Request

\_\_\_\_\_  
Name Printed or Typed

\_\_\_\_\_  
Address

DISTRIBUTION:

- 1. Court
- 2. Child/Juvenile/Attorney/Guardian ad Litem
- 3. Parent/Guardian/Legal Custodian/Attorney
- 4. District Attorney/Corporation Counsel
- 5. Case Worker

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Date

\_\_\_\_\_  
State Bar No. (if any)

STATE OF WISCONSIN, CIRCUIT COURT, \_\_\_\_\_ COUNTY

IN THE INTEREST OF

\_\_\_\_\_  
Name

**Order on Request to Open  
Juvenile Court Records for Inspection**

\_\_\_\_\_  
Date of Birth

Case No. \_\_\_\_\_

The Court received a Request and Authorization to Open Juvenile Court Records for Inspection relating to the child/juvenile by [Requestor] \_\_\_\_\_ on [Date] \_\_\_\_\_.

**THE COURT ORDERS:**

The inspection of court records

1. would not result in imminent danger to anyone and the request is **GRANTED**.

2. may result in imminent danger to someone. A hearing on authorization is scheduled for:

Date	Time	Location
Circuit Court Judge		

3. Other: \_\_\_\_\_

**THIS IS A FINAL ORDER FOR THE PURPOSE OF APPEAL.**

If you require reasonable accommodations to participate in the court process due to a disability, please call \_\_\_\_\_ prior to the scheduled court date. Please note that the court does not provide transportation.

**DISTRIBUTION:**

1. Court
2. Child/Juvenile/Attorney/Guardian ad Litem
3. Parent/Guardian/Legal Custodian/Attorney
4. District Attorney/Corporation Counsel
5. Case Worker