

# WAYNE COUNTY PROBATE COURT

## Request to Review Files

Please print or type

<b>*Last Name</b>	<b>*First Name</b>	<b>Bar Number</b>
<b>Firm/Company</b>		
<b>*Address</b>		
<b>*City, State, Zip Code</b>		
<b>*Telephone Number</b>	<b>Fax Number</b>	
<b>*Date of Request</b>		
<b>*Case Number</b>	<b>*Last Name of Case</b>	<b>*First Name of Case</b>
1.		
2.		
3.		
4.		
5.		

**\*Required information**

For what reason do you need the file?

- Guardianship Review       Miscellaneous Review       Title Company Review  
 Other \_\_\_\_\_

To ensure that files will be ready for pick-up 1 full business day after a request, please **limit your request to a maximum of 5 files\***.

Files will be returned if not picked-up within 3 full business days of request.

Inactive files stored off-site will not be ready for 1 week after request.

Probate files dated through the end of 1901 are located at the State Archives, not at the Wayne County Probate Court.

\*We will make every effort to comply with all requests but reserve the right to limit the number of requests per person per day.

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**PLEASE SUBMIT THE COMPLETED REQUEST TO:**

Wayne County Probate Court  
Records Department – File Viewing Desk  
1307 Coleman A. Young Municipal Center  
Two Woodward Ave.  
Detroit, MI 48226

Or Fax: (313) 224-6938

**FILES CAN BE PICKED UP AT THE SAME LOCATION**

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**DO NOT WRITE BELOW THIS LINE - FOR COURT USE ONLY**

Request filled by: \_\_\_\_\_ Date: \_\_\_\_\_  
WCPC 29 (09/16)