



FOURTH JUDICIAL DISTRICT

Nancy Peters
Communications Specialist
Nancy.Peters@courts.state.mn.us
612.348.5022

Procedures for Viewing/Obtaining Filed Exhibits

1. Requests for viewing or obtaining filed exhibits will be honored only after the trial is concluded, unless a signed judicial order is obtained.
2. Any request (other than the State Public Defender) to copy any exhibits requires an order from the court.
3. No sealed exhibits will be available for viewing without the court order specifically stating that the exhibits may be unsealed.
4. A judicial order must be provided for any requests to obtain copies of a video/DVD or audios. The order shall include that the Court Administrator will refer the video out through an approved District Court duplication services vendor. Requesting parties are responsible for all costs.
5. All arrangements to view/obtain/copy exhibits should be scheduled through the District Court by contacting Nancy Peters at Nancy.Peters@courts.state.mn.us or 612-348-5022.