

U.S. Court Records and the Federal Record Centers

After a federal case is closed, the documents are held by Federal Courts themselves for a number of years then are stored at a designated Federal Records Center (FRC). (www.archives.gov/frc/)

When case records are sent to an FRC, the boxes of records are assigned accession, location, and box numbers. These numbers, which are called **case locator information**, **must be obtained from the originating court and are necessary to retrieve documents from the FRC**. Some courts will provide case locator information over the telephone, but other courts may require a written request. This information is now available on PACER in certain judicial districts. The Federal Records Centers with corresponding states are listed as follows:

Anchorage Records Facility

Regional Records Services Facility

654 W 3rd Ave

Anchorage, AK 99501-2145

Phone: 907-261-7820

Fax: Anchorage Records Facility

URL:

<http://www.archives.gov/facilities/ak/anchorage.html>

Holds records for courts from these states: Alaska
(most civil and criminal records)

Atlanta Records Facility (Ellenwood)

Regional Records Services Facility

4712 Southpark Blvd

Ellenwood, GA 30294

Phone: 404-736-2820 main

Fax: Atlanta Records Facility (Ellenwood)

URL: <http://www.archives.gov/southeast/public/court-records.html>

Holds records for courts from these states: Alabama, Georgia, Florida, Kentucky, Mississippi, North Carolina, South Carolina and Tennessee

Boston Records Facility (Waltham)

Regional Records Services Facility

380 Trapelo Rd.

Waltham, MA 02452-6399

Phone: 781-663-0375

Fax: Boston Records Facility (Waltham)

URL: <http://www.archives.gov/facilities/ma/boston.html>

Holds records for courts from these states:
Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island and Vermont

Chicago Records Facility

Regional Records Services Facility

7358 South Pulaski Road

Chicago, IL 60629-5898

Phone: 773-948-9030 bankruptcy, 773-948-9000 over 30 recs.

Fax: Chicago Records Facility

URL: <http://www.archives.gov/facilities/il/chicago.html>

Holds records for courts from these states: Illinois, Indiana, Michigan, Minnesota, Ohio and Wisconsin. See Dayton for recent Ohio bankruptcy records.

Dayton Records Facility

Regional Records Services Facility

3150 Springboro Rd

Dayton, OH 45439-1883

Phone: 937-425-0609

Fax: Dayton Records Facility

URL: <http://www.archives.gov/facilities/oh/dayton.html>

Holds records for courts from these states: Ohio
(Bankruptcy records: Northern District-1993 forward; Southern District-1995 forward)

Denver Records Facility

Regional Records Services Facility

PO Box 25307, Denver Federal Center

Denver, CO 80225-0307

Phone: 303-407-5700

Fax: Denver Records Facility

URL: <http://www.archives.gov/facilities/co/denver.html>

Holds records for courts from these states: Colorado, Montana, New Mexico, North Dakota, South Dakota, Utah and Wyoming

Fort Worth Records Facility

Regional Records Services Facility

PO Box 6216

Fort Worth, TX 76115-0216

Phone: 817-831-5900

Fax: Fort Worth Records Facility

URL:

http://www.archives.gov/facilities/tx/fort_worth.html

Holds records for courts from these states: Arkansas, Louisiana, Oklahoma and Texas

Lee's Summit (Missouri) Records Facility

Regional Records Services Facility

200 Space Center Dr

Lee's Summit, MO 64064-1182

Phone: 816-268-8100

Fax: Lee's Summit (Missouri) Records Facility

URL:

http://www.archives.gov/facilities/mo/lees_summit.html

Holds records for courts from these states: Now houses records from Bayonne, NJ for New Jersey, New York, Puerto Rico and Virgin Islands. See Kansas City location for Midwestern states

Lenexa (Kansas) Records Facility

Regional Records Services Facility

17501 W. 98th, Suite 47-48

Lenexa, KS 66219

Phone: 913-563-7600**Fax:** Lenexa (Kansas) Records Facility**URL:** <http://www.archives.gov/central-plains/lenexa/>**Holds records for courts from these states:** Iowa, Kansas, Missouri and Nebraska. See Lee's Summit location for records transferred from Bayonne for New Jersey, New York, Puerto Rico and Virgin Islands**Northeast Philadelphia Records Facility**

Regional Records Services Facility

14700 Townsend Rd.

Philadelphia, PA 19154-1096

Phone: 215-305-2000, 305-2020**Fax:** Northeast Philadelphia Records Facility**URL:**http://www.archives.gov/midatlantic/fed_agency_services/fed_agency_services.html**Holds records for courts from these states:** Delaware, Maryland, Pennsylvania, Virginia and West Virginia (some older Maryland, Virginia, and West Virginia cases may be found at the Washington, DC facility)**Riverside (Perris) Facility**

Regional Records Services Facility

23123 Cajalco Road

Perris, CA 92570-7298

Phone: 951- 956-2011**Fax:** Riverside (Perris) Facility**URL:**<http://www.archives.gov/pacific/riverside/index.html>**Holds records for courts from these states:** Arizona, Southern California counties (Imperial, Inyo, Kern, Los Angeles, Orange, Riverside, San Bernardino, San Luis Obispo, Santa Barbara and Ventura), and Clark County Nevada**San Francisco Records Facility (San Bruno)**

Regional Records Services Facility

1000 Commodore Drive

San Bruno, CA 94066-2350

Phone: 650-238-3500, 238-3488**Fax:** San Francisco Records Facility (San Bruno)**URL:**http://www.archives.gov/facilities/ca/san_francisco.html**Holds records for courts from these states:** All Northern California counties, Hawaii, Nevada (except counties covered by the Las Vegas Division), and American Samoa**Seattle Records Facility**

Regional Records Services Facility

6125 Sand Point Way NE

Seattle, WA 98115-7999

Phone: 206-336-5115**Fax:** Seattle Records Facility**URL:** <http://www.archives.gov/facilities/wa/seattle.html>**Holds records for courts from these states:** Idaho, Oregon, Washington and Alaska (bankruptcy and some civil and criminal records)**Washington National Records Center (Suitland, MD)**

Regional Records Services Facility

Use courier address for all mail

Suitland, MD, 20746

Phone: 301-778-1600**Fax:** Washington National Records Center (Suitland, MD)**URL:** <http://www.archives.gov/facilities/md/suitland.html>**Holds records for courts from these states:** District of Columbia; all military bases; some older case records from Maryland, Virginia and West Virginia