

Office of Administrative Courts

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Denver, Colorado 80203

Phone (303) 866-2000
Fax (303) 866-5909
www.colorado.gov/dpa/oac

Security Request Form

Today's Date: _____ Case No: _____

Date of Hearing: _____ Time: _____ Judge: _____

Requesting Party Name: _____

Address: _____

Contact Person: _____ Phone Number: _____

Person of Concern: _____ D.O.B. (If Known): _____

Known Criminal History?: Yes No

Briefly Describe the Reason for the Request:

Verbal Threats?: Yes No To Whom?: _____

How Made?: Phone In Person Date: _____

Written Threats?: Yes No To Whom?: _____

Date: _____

The Office of Administrative Courts will make every effort to provide additional security when requested. In order to better serve our customers, the OAC requests that this form be completed and sent back to our office at least 10 working days prior to the scheduled court hearing. Please make every effort to include as much background information as possible and include any attachments that may be required, such as letters received, recorded phone conversation, etc.

A security representative from the OAC will make contact with the contact person listed above to gather additional information. If you should have any questions or additional concerns, please contact the security desk at (303) 866-5878