

Vermont Judicial Bureau  
PO Box 607  
White River Junction, VT 05001



Phone: 802-295-8869  
www.vermontjudiciary.org  
VJB@VTCourts.gov

## Request for Vermont Civil Violation Complaints

Department Name: \_\_\_\_\_ 4 Digit Number (Required): \_\_\_\_\_  
Printed Name: \_\_\_\_\_ Job Title: \_\_\_\_\_  
Phone: \_\_\_\_\_

Shipping Address:  
(Street) \_\_\_\_\_  
(City/Town) \_\_\_\_\_ (State) \_\_\_\_\_ (Zip) \_\_\_\_\_

The Judicial Bureau will notify local police agencies when Complaints and/or Envelopes are ready for pickup

	Quantity
VCVC Books	_____
MUNICIPAL Books	_____
FISH & WILDLIFE Books	_____
Striped Envelopes	_____

**Local agencies will be notified when pickup is ready;**  
**Complaints to distant agencies will be shipped by UPS**  
Please allow 10-15 business days for request to be processed  
Email this form to: **VJB@VTCourts.gov**

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### FOR JUDICIAL BUREAU USE ONLY

VCVC# \_\_\_\_\_ to# \_\_\_\_\_ Book Total \_\_\_\_\_  
VCVC# \_\_\_\_\_ to# \_\_\_\_\_ Book Total \_\_\_\_\_  
Date Shipped \_\_\_\_\_ Clerk \_\_\_\_\_  
Date/Clerk entered Book Management System \_\_\_\_\_/\_\_\_\_\_

Weight  
Box #1 \_\_\_\_\_  
Box #2 \_\_\_\_\_  
Box #3 \_\_\_\_\_