

# DISCOVERY REQUESTS

In order to receive discovery (police reports, statements, videos, etc.) for your case you need to:

1. Send an email to [discoveryrequests@helenamt.gov](mailto:discoveryrequests@helenamt.gov)

*Or*

2. Mail or deliver a request to:  
Discovery Requests  
City Attorney's Office  
316 North Park Avenue  
Helena MT 59623

*Or*

3. File a formal discovery request with the court

Include your name, case number, email address, physical address, phone number, and any other contact information you feel appropriate.

**\*DO NOT CONTACT THE POLICE DEPARTMENT DIRECTLY!**

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## Pro Se Discovery Requests

(to be used by any defendant without an attorney)

Requests may be placed in the City Attorney drop box in Municipal Court, or mailed or hand-delivered to the City Attorney's Office.

Requestor's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

**\*Unless otherwise requested, information will be sent electronically.**

**\*Please allow up to 21 days after your request is received before further contact.**