



**Office of the District Attorney**

**9<sup>th</sup> Judicial District**

**506 E. Main Street**

**Aspen, CO 81611**

**Telephone: (970) 920-5341**

**Facsimile: (970) 920-5344**

**PITKIN COUNTY  
DISCOVERY REQUEST FORM**

Pursuant to C.R.Crim.P. Rule 16, the District Attorney is required to provide discovery within 20 days after your first appearance in court, after the filing of charges. If your first appearance is on the date of filing or after filing, we have 20 days after that appearance within which to provide it. If your first appearance is before we have filed charges, we won't provide discovery until 20 days after charges are filed and you have appeared in court. You will be notified when discovery is available. The discovery must be picked up in person at the above address. A valid photo ID must also be presented. Discovery will be processed at that time. If you are unable to pick up the discovery in person, you must provide a notarized letter authorizing a third party to pick up your discovery for you. If you have retained an attorney, the discovery will be provided to your attorney upon his/her entry of appearance and request for discovery.

**Hours for pick-up are 9:00 a.m. – 11:30 a.m. and 1:30 p.m. – 4:00 p.m. Monday – Friday (excluding holidays).**

**Date:** \_\_\_\_\_ **Case Number: (Office Use)** \_\_\_\_\_

**Name:** \_\_\_\_\_  
(Last Name) (First Name)

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

**City, State, County:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_

**Description of Charges:** \_\_\_\_\_

**Please select one:**  Pitkin County Court (DUI, DV, Traffic, Misdemeanor cases)  
 Pitkin District Court (Felony cases)

**Are you representing yourself in Court?**  Yes  No