



EIGHTH JUDICIAL DISTRICT COURT

RICHARD SCOTTI

District Court Judge
Department 2



Dalyne Easley – Court Recorder

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TRANSCRIPT/CD ORDER FORM

CASE #: _____

NAME OF CASE: _____

DATE OF HEARING: _____

- PLEASE MARK YOUR SELECTION:
- Expedited Transcript (48 hours*):
 - Expedited Transcript (4 days*):
 - Regular Course Transcript (30 days):
 - CD Only (may include recording fees**):
 - Thumb Drive (may include recording fees**):

NAME OF ATTORNEY: _____

TELEPHONE NUMBER: _____

EMAIL ADDRESS: _____

***NOTE:** Time for expedited transcripts begins when the transcriptionist has everything she needs to type the transcript. Please note that it could take a few days to find someone to type your request and some companies do not work weekends or holidays. For further consideration, please note that the Court Recorder does not work weekends or holidays.

****FEES:**

- Recording fees: \$40 per hour (added to costs for CDs and transcripts in all civil cases).
- CD: \$2.00 each (CANNOT BE USED FOR THE PREPARATION OF OFFICIAL TRANSCRIPTS).
- Thumb Drives: \$5.00 each (CANNOT BE USED FOR THE PREPARATION OF OFFICIAL TRANSCRIPTS).
- Regular Course Transcripts: \$3.80 per page (30 days).
- Expedited Transcripts: \$5.01 per page (4 days); **OR** \$6.01 per page (48 hours).
- Daily Trial Transcripts: \$8.03 per page (MUST be pre-arranged with recorder).

+ Transcripts must be paid for at the Cashier's cage located on the 3rd floor of the RJC near Jury Services before they will be filed through Odyssey or released.