

Audio Recording/Transcript Order Form			
1. Order Request: Audio Recording Transcript		2. Date of Order:	3. Name of Ordering Party:
4. Phone Number of Ordering Party:		5. Email Address of Ordering Party:	
6. Mailing Address of Ordering Party:		7. Case Number:	
8. Case Name:	9. Presiding Judge	10. Date(s) of Proceeding (use one order form for each proceeding):	
11. Docket No(s):			
12. Audio/Transcript Requested: Specify the portion(s) of the proceeding that you are requesting:			
Entire proceeding	Court Ruling		
Witness Testimony	Other:		
Complete Items 13-16 for transcript orders only.			
13. Requesting a Transcript for an Appeal: Yes No			
14. Transcript Order Delivery Requested (please refer to www.uscourts.gov for current Judicial Conference maximum transcript rates):			
Ordinary (30 days)	14-Day Expedited	7-Day Expedited	
3-Day Expedited	Daily	Hourly	
15. Name of Selected Transcriber (see the Court's list of transcribers):			
16. Email Address of Selected Transcriber:			
17. Phone Number of Selected Transcriber:			
CERTIFICATION By signing this document, I certify that I will pay all applicable fees and/or charges. For transcript requests: I certify that I will pay any required deposit, plus any additional charges as specified by the transcriber.		18. Signature:	
		19. Date:	