

**UNITED STATES DISTRICT COURT
COURT REPORTER SECTION
400 NORTH MIAMI AVENUE, #8N09
MIAMI FLORIDA 33128-7788
305-523-5635**

TRANSCRIPT NON-APPEAL ORDER FORM

Fax Orders To: (305) 523-5639

Attn: Court Reporter Coordinator

Note: Please refer to docket sheet for name of reporter or tape number. If reporter present at hearing, please contact reporter directly. Contact Information is listed at : www.flsd.uscourts.gov, under Transcript Information /Contact information. If a taped proceeding, please complete this form and forward to the Court Reporter Coordinator.

Requestor's

Name: _____ **Phone:** _____

Mailing/Billing Address: _____

Date Requested: _____ **Date Sent to Transcriber:** _____

Court use only

Magistrate Judge/District Judge: _____

Date(s) of hearing(s): _____

Type of Proceeding(s): _____

Case Number: _____ **Case Name/Style:** _____

Reporter Name/Digital Numbers: _____

Special Instructions: _____

Ship Overnight via _____ **Account #:** _____ **Priority:** _____

Hold for pickup

Indicate transcript rate desired: *The court reporter will contact you to make financial arrangements.*

	Taped Proceeding	Court Reporter
<input type="checkbox"/> Ordinary <i>(A transcript to be completed within 30 calendar days after receipt of order.)</i>	\$3.65	\$4.02
<input type="checkbox"/> 14-Day Transcript <i>(A transcript to be completed 14 calendar days after receipt of order.)</i>	\$4.25	\$4.68
<input type="checkbox"/> Expedited <i>(A transcript to be completed within 7 calendar days after receipt of order.)</i>	\$4.85	\$5.34
<input type="checkbox"/> 3 - DAY Expedited <i>(A transcript to be completed within 3 calendar days after receipt of order.)</i>	\$5.45	\$6.00
<input type="checkbox"/> Daily** <i>(A transcript to be completed by 5:00 PM the day following receipt of order.)</i>	\$6.05	\$6.66

IMPORTANT: DO NOT use this form for the following requests:

- ▶ **CJA Panel Attorneys:** CJA 24 form(s) must be used for all transcript requests.
- ▶ **FPD/USAO:** Your in-house order form must be used for all transcript requests.

****Transcript Requests received after 3PM are considered received 'next business day'.**