

UNITED STATES DISTRICT COURT
COURT REPORTER SECTION
400 NORTH MIAMI AVENUE,
9TH FLOOR
MIAMI FLORIDA 33128-7788
305-523-5635

TRANSCRIPT NON-APPEAL ORDER FORM

Complete an Online Transcript Order Form at: [Transcript Order Form \(Non-Appeal\)](#)

Or

Email this pdf Transcript Order Form to: transcript_requests@flsd.uscourts.gov

Attn: Court Reporter Coordinator

Note: Please refer to PACER docket sheet for name of reporter or Digital number. Please contact court reporter directly if reporter was present at hearing. Contact Information: [Court Reporter's Contact Information](#)

Requestor's Name: _____

Company 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: _____

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

- ☐ **30-DAY (Ordinary)** *(Delivered within 30 calendar days after receipt of order AND Payment)* **\$4.84**
- ☐ **14-DAY** **\$5.61**
- ☐ **7-DAY (Expedited)** **\$6.44**
- ☐ **3- DAY** **\$7.21**
- ☐ **Next-DAY (Daily)**** *(Completed by 5 PM the day following receipt of order.)* **\$8.03**
- ☐ **2-Hour (Hourly)** *(Delivered within 2 hours from receipt of order.)* **\$9.57**

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'.**