

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

TRANSCRIPT NON-APPEAL ORDER FORM

Email Order Forms to: transcript_requests@flsd.uscourts.gov

Attn: Court Reporter Coordinator

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

If Digital proceeding, please complete this form and forward to the Court Reporter Coordinator or complete Online form: [Transcript Order Form \(Non-Appeal\)](#)

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.*

	<u>Digital Proceeding</u>	<u>Court Reporter</u>
<input type="radio"/> Ordinary (A transcript to be completed within 30 calendar days after receipt of order.)	\$4.00	\$4.40
<input type="radio"/> 14-Day Transcript (A transcript to be completed 14 calendar days after receipt of order.)	\$4.70	\$5.17
<input type="radio"/> Expedited (A transcript to be completed within 7 calendar days after receipt of order.)	\$5.35	\$5.89
<input type="radio"/> 3- DAY Expedited (A transcript to be completed within 3 calendar days after receipt of order.)	\$6.00	\$6.60
<input type="radio"/> Daily** (A transcript to be completed by 5:00 PM the day following receipt of order.)	\$6.70	\$7.37

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'.**