

PRIVATE TRANSCRIPT WORKSHEET

Court Reporter/Monitor: _____ Employee No: _____ Invoice _____

Case Caption: _____

Case Type _____ Docket No _____

Date of Proceeding: _____ Appeal Yes No IFP Yes No

Date of Request _____ Start Date _____ Timeframe _____

Due Date _____ Extension Yes No Revised Due Date _____

Date Completed _____

Ref. No: _____	Requested by: _____	Estimated Cost
<input type="checkbox"/> Ordinary, Original Filing	(\$2.50) \$	x pages =\$
<input type="checkbox"/> Ordinary, Requesters Copy	(\$0.50) \$	x pages =\$
<input type="checkbox"/> Expedited, Original Filing	(\$3.50) \$	x pages =\$
<input type="checkbox"/> Expedited, Requesters Copy	(\$0.75) \$	x pages =\$
<input type="checkbox"/> Daily, Original Copy	(\$4.50) \$	x pages =\$
<input type="checkbox"/> Daily, Requester Copy	(\$1.00) \$	x pages =\$
<input type="checkbox"/> Same, Original Copy	(\$6.50) \$	x pages =\$
<input type="checkbox"/> Same, Requester Copy	(\$1.25) \$	x pages =\$
<input type="checkbox"/> Hard Copy requested (add .25 per page)	\$	x pages =\$
	Subtotal	\$
	90% deposit	\$
	Estimated Balance	=\$
Date Deposit Paid _____	Amount Paid	-\$
<small>Optional for personal tracking</small>	Remaining Estimated Balance	=\$

Ref. No: _____	Calculated price per page	Final Cost
Final Page Count	\$	x pages =\$
	<small>(based on estimate)</small> LESS Amount Paid	-\$
	Remaining Balance	=\$
Date Balance Paid _____	Amount Paid	-\$
<small>Optional for personal tracking</small>	Balance	=\$

Ref. No: _____	Requested by: _____	Cost
<input type="checkbox"/> Additional Transcript Ordered (\$.50)	\$	x pages =\$
<input type="checkbox"/> Hard Copy requested (add .25 per page)	\$	x pages =\$
	Subtotal	\$
Date Paid _____	Amount Paid	-\$
<small>Optional for personal tracking</small>	Balance	\$