

Advantage Reporting

COURT RECORDING AND TRANSCRIPTION SERVICES

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TRANSCRIPT REQUEST FORM

PLEASE COMPLETE THE ENTIRE FORM AND SUBMIT BY FAX OR EMAIL

JUDGE: _____ CASE NO: _____

COURT and case name: _____

Date(s) of hearing(s): _____

PLEASE NOTE: I will email or call you with the estimated cost of preparation based on your selected delivery method. If you prefer to pay by check, payment needs to be received before your order is placed in line for processing. If you provide credit card information, the estimated cost will be charged at the time of order.

CREDIT CARDS ACCEPTED: [**** 3 % convenience fee added to invoice ****]

Card Type: _____ Credit Card Number: _____ - _____ - _____ - _____

Exp. Date: _____ CCV: _____ ZIP CODE _____

Please select delivery method: (NOTE: orders are not placed for processing until payment is received)

_____ \$2.05 per page 3-4 weeks (statutory rate) + shipping/handling
_____ \$4.00 per page 6-10 BUSINESS days + shipping/handling
_____ \$5.25 per page 4-5 BUSINESS days + shipping/handling
_____ \$6.75 per page 2-3 BUSINESS days + shipping/handling
_____ \$8.25 per page OVERNIGHT/NEXT BUSINESS DAY
Shipping/handling charges:
_____ \$10.00 per order; original filed with clerk's office and delivery by e-mail ONLY to ordering party; OR
_____ \$15.00 per order, original filed with clerk's office and paper copy mailed to ordering party.

APPEAL: Yes No

Additional statutory fee of 30 cents per page for copy to appellee(s), plus shipping and handling for non-eFile cases. **It is the APPELLANT's responsibility to distribute COA Form 501.**

Please indicate if you would like Advantage to perform this service:

Yes Advantage will perform this service -- \$25.00 additional fee
No COA Form 501 will be emailed to you for your distribution

ORDERING PARTY: _____

ADDRESS: _____

PHONE#/email: _____
