

Pro Se
In-State Court Reporter Transcription Certification
Invoice/Voucher Cover for Service Provided On or After July 1, 2010

Name of Court Reporter _____
 Firm Name _____
 Vendor Tax ID Number _____
 Individual Ordering Transcript(s) _____
 Court Order Authorizing: Attached
 Date Transcript Ordered _____

Invoice Number _____
 Case Number _____
 Case Caption _____
 County & Circuit _____
 Judge Name _____

Total Invoice Amount	\$
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INVOICE INFORMATION:

Transcript Information

Trial Other Hearings Video Deposition (Name) _____

Date(s) _____ - _____

Original:	\$/Page		# Pages			Total	\$
Copy:	\$/Page		# Pages		# Copies	Total	\$
Other:	\$/Page		# Pages		# Copies	Total	\$

In-State Court Reporter Certification

I certify that I have / have not (circle one) billed or been paid appearance fees related to this transcript.
 Amount billed or paid \$ _____

If the transcript billed above is an original, I certify that to my knowledge an original has not been previously paid by JAC or another state entity.

I certify that I was authorized to prepare all transcripts applicable to this invoice; that the amounts reflected on the invoice are true and accurate charges; and that the work in connection herewith was actually performed.

Under penalties of perjury, I declare that I have read the foregoing In-State Court Reporter Transcription Certification and that the facts stated in it are true.

 Court Reporter Signature (Blue Ink) Date

 Court Reporter Printed Name

 Phone Number

Transcript Delivery Receipt

I have read and agree with the number of pages and copies provided, as stated above.

 Clerk of Court Signature (Blue Ink) Date

 Clerk of Court Printed Name

 Address

 Phone Number

JAC Date Stamp

IMPORTANT: Original Signatures required, JAC will not accept copies or facsimiles of this form.
 Upon a finding by a court that a transcription is necessary, JAC will pay for original and up to 1 copy for all transcripts except appeal transcripts, where original and up to 2 copies are allowed.