

Crawford County Court Reporter Rules

Rule LJA4007(C). Daily, Expedited, and Same Day Transcripts.

1. Daily and same day transcripts are unavailable in the Crawford County Court of Common Pleas except upon court order, i.e., by the judge who presided over the proceeding or if none, or unavailable, the President Judge.
2. Except as hereinafter provided, a request for an expedited transcript must be submitted, in the manner provided in Rule LJA4007(D)(1), at least ten business days prior to the proceeding. An expedited transcript means a transcript delivered within 72 hours of the proceeding, not including weekends or official court holidays.
3. A request for an expedited transcript made less than ten business days prior to the proceeding shall require court approval, but with the option of proceeding without court approval under Rule LJA4000(C)(4).
4.
 - a) A request for the delivery of an original transcript in fewer than 30 days (or 14 days for those cases under appeal) from the date of the request or the proceeding (whichever later occurs) may be made by indicating on an attachment to the standardized form provided by the Office of Pennsylvania Court Administration for requesting transcripts or copies, or in the space beneath the requestor's signature on the standardized form, the number of days within which delivery is requested, not including weekends or official court holidays.
 - b) Delivery of a transcript within the number of days requested is not guaranteed, and in no case shall the delivery period begin until the receipt by the District Court Administrator of any required deposit, or the disposition of an application for a waiver or reduction of costs.
 - c) There shall be a \$0.50 per page surcharge above the rates indicated in Rule LJA4009(1) when a transcript is delivered within the number of days requested, EXCEPT that there shall be a \$1.00 per page surcharge for a transcript delivered, as requested (without court approval), within 3 days, not including weekends or official court holidays.

Rule LJA4007(D). Requests for Transcripts.

1. All requests for transcripts shall be on the standardized form provided by the Office of Pennsylvania Court Administration and shall be submitted to the District Court Administrator's office.

A nonrefundable deposit check equal to 75% of the estimated cost for preparation of the transcript made payable to "Crawford County" shall be submitted to the District Court Administrator's office once the litigant is advised by the District Court Administrator's office of the estimated cost of the transcript.

2. Once that deposit is received the District Court Administrator shall advise the Court Reporter(s) assigned to the case that preparation of the transcript may begin.
3. The Court Reporter(s) upon completion of the transcript shall promptly notify the District Court Administrator and shall deliver a copy of the transcript to the judge presiding over the matter.
4. The District Court Administrator will then notify the litigant that the final balance is due and once that is made payable to "Crawford County" and delivered to the District Court Administrator, the District Court Administrator shall advise the Court Reporter(s) that the original transcript and copies to the parties can be delivered consistent with Pa.R.J.A. 4007(D)(4)(E).

Rule LJA4009. Fees Payable for Court Reporter Services.

1. The transcript cost in an electronic format shall be: (a) for a transcript for which an accelerated delivery is not requested, \$2.50 per page; (b) for an expedited transcript, \$3.50 per page; and (c) for a daily transcript, \$4.50 per page; and (d) for same day delivery, \$6.50 per page.
2. The transcript cost for a transcript in electronic format ordered by the Commonwealth or a subdivision thereof shall be (a) for a transcript for which an accelerated delivery is not requested, \$2.00 per page; (b) for an expedited transcript, \$2.50 per page; (c) for a daily transcript, \$3.00 per page; and (d) for same day delivery, \$4.00 per page.
3. There shall be a \$.25 per page surcharge above the rates indicated in Rule LJA4009(1) and Rule LJA4009(2) when a transcript is prepared in a bound paper format.
4. Requests by a litigant for a waiver or one-half reduction of transcript costs consistent with Pa.R.J.A. No.4008(B)(1),(2) or (3) shall be submitted in a form substantially in compliance with Form 4009.
5. A litigant who is granted a one-half reduction in transcript costs shall make payment of that amount due consistent with the procedures set forth in Rule LJA4007(D). (6) A litigant who has been permitted to proceed *in forma pauperis* shall be deemed to have proven economic hardship for the purpose of requesting transcripts pursuant to Pa.R.J.A. No. 4008(B)(1) or (3).