

PROCEDURES FOR OBTAINING A TRANSCRIPT

(Revised April 27, 2012)

341 Meeting of Creditors:

Please contact the Office of the Bankruptcy Administrator in Greensboro - 336-358-4170

Hearing before a Judge Using Electronic Court Recording:

Please contact one of the court authorized transcription services. You will be advised as to procedures and costs pertaining to your request. The service will ask you to provide: case name and number, name of the presiding judge, the date of the hearing and the turn-around time (refer to chart below). Please note that the Court makes no recommendation as to which service provider to choose.

Court Authorized Transcript Services:

Atlantic Professional Reporters
P. O. Box 11672
Winston-Salem, NC 27116-1672
336 945-9047
atlantic@triad.rr.com

J&J Transcribers
Attn: Jim Bowen
268 Evergreen Avenue
Hamilton, NJ 08619
609 586-2311
jjcourt@jjcourt.com
www.jjcourt.com

Patricia Basham
6411 Quail Ridge Drive
Bartlett, TN 38135
901 372-0613
triciabasham@bellsouth.net

Janice Russell Transcripts
Attn: Janice Russell
1133 Tanager Trail
Virginia Beach, VA 23451
757 422-9089
Trussell31@cox.net

Associated Reporters International, Inc.
213 Main Street
P. O. Box 165
Massena, NY 13662
315 769-6429
courtsteno@aol.com
www.courtsteno.com

Absolute Words, Inc.
Attn: Janet C. Pryce
1417 Progress Loop
La Grande, OR 97850
Jprice@eoni.com

Maximum Transcript Rates (per page)

The following rates, as approved by the Judicial Conference of the United States, are now in effect:

Transcript	Original	First Copy to Each Party	Each Additional Copy to Same Party
Ordinary Transcript (30 day) A transcript to be delivered within thirty (30) calendar days after receipt of an order.	\$3.65	\$.90	\$.60
14-Day Transcript A transcript to be delivered within fourteen (14) calendar days after receipt of an order.	\$4.25	\$.90	\$.60
Expedited Transcript (7 day) A transcript to be delivered within seven (7) calendar days after receipt of an order	\$4.85	\$.90	\$.60
Daily Transcript A transcript to be delivered following adjournment and prior to the normal opening hour of the court on the following morning whether or not it actually is a court day.	\$6.05	\$1.20	\$.90
Hourly Transcript* A transcript of proceedings ordered under unusual circumstances to be delivered within two (2) hours.	\$7.25	\$1.20	\$.90

*Hourly delivery is generally not available.

Reviewing a Transcript:

In accordance with the policy established by the Judicial Conference of the United States:

1. A transcript provided to the Court will be available at the Clerk's Office for inspection only for a period of 90 days after it is delivered to the Clerk.
2. During the 90-day period, a copy of the transcript may be obtained from the transcriber at the rate established by the Judicial Conference, and an attorney who obtains the transcript from the transcriber may obtain remote electronic access to the transcript through the Court's CM/ECF system.
3. After the 90-day period has ended, the filed transcript (or redacted transcript) will be available for public viewing and for downloading from the Court's CM/ECF system through the judiciary's PACER system.

Additionally, there are requirements for parties to review the transcript for privacy related matters. Please review the court's [Standing Order](#) dated October 6, 2008, for details about the policy as well as the procedures to be followed.

Reproduction of a Recording of a Proceeding (Electronic Court Recording Cases):

For a fee of \$30.00, you may obtain a copy of the recording of a proceeding on CD. To request the CD, click [here](#).