PROBATE COURT OF HAMILTON COUNTY, OHIO
RALPH WINKLER, JUDGE

IN THE MATTER OF:_____

CASE NO.:_____

APPLICATION TO PREPARE TRANSCRIPTION

I request that a transcript be prepared of the recorded hearing before Judge/Magistrate _____
(insert name)

heard on _____ (insert court date) at _____ (insert time) M. Hearing Location: ☐ Court Room **(circle one)** A B C

☐ Magistrate Office

☐ Summit Behavioral Center

The transcript is needed for a/n _____ (insert type of hearing) scheduled before Judge/Magistrate

_____ **(insert name)** on _____ **(insert court date)**, 20___.

PLEASE MAKE THE APPROPRIATE SELECTIONS:

☐ Original ☐ AND Electronic

☐ Additional paper copy

*The fee for a copy of a prepared transcript is $0.15 per page for a paper copy or free for an electronic copy.

PLEASE CHECK THE APPROPRIATE RATE:

☐ Regular Rate (more than 10 business days).. $4.50 per page
☐ Expedited Rate. ..... $7.95 per page
☐ 1 to 5 business day (s). .....$5.95 per page
☐ 6 to 10 business days…..... $5.45 per page

PAYMENT Info: 100% of estimate must be paid by Pro SE individuals before work will begin on any transcript. You will be contacted by the Court for payment arrangements.

_____ Signature

_____ Print Name

_____ Daytime Phone **(MUST PROVIDE)**

_____ Email address

_____ Attorney License No.

FOR INTERNAL USE ONLY: _____ Minutes @ ____$4.50 Regular Rate or $_____
(expedited) Rate = **TOTAL ESTIMATE: $_____Deposit Required: $_____**

Estimate provided by: _____via phone on _____. Estimate accepted for further processing: ☐YES ☐NO on _____. Deposit received on:_____Amount Received: $_____

ORDER TO PREPARE TRANSCRIPT

It is the order of this court that a transcript of the above hearing be prepared. All costs to be paid by applicant directly to the court reporter. The court reporter will require a deposit. This deposit must be paid directly to the court reporter. Failure to timely pay the fee may result in sanctions being issued by the court against the applicant that ordered the transcript.

_____
Ralph Winkler, Probate Judge