

## Transcript Order Form Instructions

You can order transcripts from either of the vendors below – please proceed directly to their website for ordering or work with them by phone/fax or mail:

<p><b>AVTranz</b>                  Contact: Sales (Kelly DesLauriers)                  145 Pine Haven Shores Rd.                  Suite 3102                  Shelburne, VT 05482                  Email: <a href="mailto:sales@avtranz.com">sales@avtranz.com</a>                  Phone: 1.800.257.0885 x148  <a href="http://www.avtranz.com/order.php">http://www.avtranz.com/order.php</a></p>	<p><b>eScribers, LLC</b>                  Contact: Jason Gottlieb and Eric Solat                  Telephone Number: (973) 406-2250                  Address:                  4469 Broadway                  Suite 607                  New York, NY 10040                  Fax Number: (973) 954-5619                  Email Address: <a href="mailto:operations@escribers.net">operations@escribers.net</a>  <a href="http://www.escribers.net/VTorder.php">www.escribers.net/VTorder.php</a></p>
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To submit a transcript request, go to the respective vendor website and complete the relevant forms. You need to send a copy to other parties involved with the case. You may wish to keep a copy of the Request Form for your own records.

**FOR SUPREME COURT APPEALS (including Bail Hearings)**

You must order all transcripts necessary for appellate review **within 10 days** of the filing of the notice of appeal. (See V.R.A.P. 10 for further instruction on appellate procedures & 10.1 for video-recorded proceedings.) Failure to properly order the transcript or pay the appropriate deposit may result in dismissal of your Supreme Court appeal

**PRICING INFORMATION**

Turn Around Time Electronic Transcript	Price per page
30 days	\$2.75
14 days	\$3.50
7 days	\$4.00
3 days	\$5.00
1 day	\$6.50
Copy (at a later date)	\$.90
Printed Transcript Add	\$.75 per page
Media Copy Only (Per Hearing)	\$25.00

- Exact deposit will be provided by transcription service when order is submitted.

