

**CD/TAPE ORDER**

Read Instructions on Next Page.

1. NAME		2. PHONE NUMBER		3. DATE	
4. MAILING ADDRESS			5. CITY		6. STATE
			7. ZIP CODE		
8. CASE NUMBER		9. CASE NAME		DATES OF PROCEEDINGS	
				10. FROM	
				11. TO	
12. PRESIDING JUDGE			LOCATION OF PROCEEDINGS		
			13. CITY		14. STATE
15. ORDER FOR					
<input type="checkbox"/> APPEAL		<input type="checkbox"/> CRIMINAL		<input type="checkbox"/> CRIMINAL JUSTICE ACT	
<input type="checkbox"/> NON-APPEAL		<input type="checkbox"/> CIVIL		<input type="checkbox"/> BANKRUPTCY	
				<input type="checkbox"/> IN FORMA PAUPERIS	
				<input type="checkbox"/> OTHER (Specify)	
16. TAPE REQUESTED (Specify portion(s) and date(s) of proceeding(s) for which duplicate cd/tape(s) are requested.)					
PORTION (S)		DATE(S)		PORTION(S)	
DATE(S)				DATE(S)	
<input type="checkbox"/> VOIR DIRE				<input type="checkbox"/> TESTIMONY (Specify Witness)	
<input type="checkbox"/> OPENING STATEMENT (Plaintiff)					
<input type="checkbox"/> OPENING STATEMENT (Defendant)					
<input type="checkbox"/> CLOSING ARGUMENT (Plaintiff)				<input type="checkbox"/> PRE-TRIAL PROCEEDING (Spicy)	
<input type="checkbox"/> CLOSING ARGUMENT (Defendant)					
<input type="checkbox"/> OPINION OF COURT					
<input type="checkbox"/> JURY INSTRUCTIONS				<input type="checkbox"/> OTHER (Specify)	
<input type="checkbox"/> SENTENCING					
<input type="checkbox"/> BAIL HEARING					
17. ORDER					
<input type="checkbox"/> REFORMATTED DUPLICATE TAPE(S) FOR PLAYBACK ON A STANDARD CASSETTE RECORDER AT 1-7/8 INCHES PER SECOND			NO. OF COPIES REQUESTED		COSTS
<input type="checkbox"/> UNREFORMATTED DUPLICATE TAPE(S) FOR PLAYBACK ON A 4-TRACK CASSETTE RECORDER AT 1-7/8 INCHES PER SECOND					
<input type="checkbox"/> UNREFORMATTED DUPLICATE TAPE(S) FOR PLAYBACK ON A 4-TRACK CASSETTE RECORDER AT 15/16 INCHES PER SECOND					
<input type="checkbox"/> RECORDABLE COMPACT DISC - CD					
CERTIFICATION (18. & 19.) By signing below, I certify that I will pay all charges (deposit plus additional) upon completion of the order.			ESTIMATE TOTAL		
18. SIGNATURE			19. DATE		
PROCESSED BY			PHONE NUMBER		
ORDER RECEIVED		DATE	BY	DEPOSIT PAID	
DEPOSIT PAID				TOTAL CHARGES	
TAPE / CD DUPLICATED				LESS DEPOSIT	
ORDERING PARTY NOTIFIED TO PICK UP TAPE				TOTAL REFUNDED	
PARTY RECEIVED TAPE / CD				TOTAL DUE	

**DISTRIBUTION:** COURT COPY ORDER RECEIPT ORDER COPY