

COURT REPORTERS CERTIFICATION BOARD
A Division of the Office of Court Administration



FIRM PENALTY FEE REMITTANCE FORM

Payments must be remitted to this address:

**P.O. Box 13122
 Austin, Texas 78711-3122**

For registrations expired 90 days or less

THIS FORM MUST BE TYPED

Please complete all items below and return this form with the \$100 Penalty fee in the form of a MONEY ORDER, CASHIER'S CHECK OR BANK-CERTIFIED CHECK made payable to the STATE OF TEXAS or the COURT REPORTERS CERTIFICATION BOARD. Cash or personal/business checks cannot be accepted.

Firm Name:	Firm Number:

Mailing Address:	
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City:	State: (XX)	Zip Code + Four: (12345-1234)

County:	Phone Number: (123-456-7890)

E-mail: (Must have @ symbol and dot Example: abcdefg@hijk.com)	Facsimile Number: (123-456-7890)

Firm Registration Expiration Date

 Date (mm/dd/yyyy)

 Signature