

UNITED STATES BANKRUPTCY COURT
DISTRICT OF UTAH

TRANSCRIPTIONIST APPLICATION

This application is for transcriptionist of digital court recordings using the Liberty Recording system. A computer system is required. Additional information may be obtained from the Liberty website at <https://www.libertyrecording.com>. Playback software may be obtained from the Liberty website at https://www.libertyrecording.com/Player_Main.htm#LCRPlayer. Transcriptionists are not employed or contracted by the Court. The Court will coordinate transcript requests between parties and transcriptionists. Fee arrangements are to be made between the parties and transcriptionists. Fees charged must comply with the fee schedule as set forth by the Judicial Conference. Copies of transcript invoices are to be sent to the Court for monitoring purposes. Transcription services are to be performed pursuant to the Guide to Judiciary Policies and Procedures, Volume 6, which can be found at <https://www.uscourts.gov/rules-policies/judiciary-policies/court-reporting-guidance>.

Name: _____

Firm Name: _____

Address: _____

Business Telephone Number: _____

Home Telephone Number: _____

Mobile Telephone Number: _____

Number of years in court transcription business: _____

List the courts, administrative agencies, legal firms and court reporter firms for which you have provided transcript services for the past three years:

Name: _____ Contact: _____ Phone: _____

Name: _____ Contact: _____ Phone: _____

Name: _____ Contact: _____ Phone: _____

Attach a copy of any type of certification/license.

Signature: _____

Date: _____

