

## UNIFIED JUDICIAL SYSTEM

Policy 206

Effective March 31, 2021

### **FEES AND EXPENSES FOR PREPARATION OF TRANSCRIPTS**

#### **FEES**

##### A. Fees.

1. For the preparation of a transcript from shorthand notes or recording device, except as indicated below, the court reporter or other individual employed by the judiciary to prepare a transcript is entitled to receive per page compensation of \$3.25 for the original, and \$.75 for copies. If a party requests that a transcript be prepared and delivered within 14 days, and the expedited preparation and delivery is not required by statute or supreme court rule, then the per page compensation may be increased to \$4.25 for the original and .75 for copies.

Time spent in preparation of transcripts in which a per page compensation is allowed is not eligible for overtime compensation and should ordinarily be outside of regular business hours.

2. The court reporter or other individual employed by the judiciary shall not receive per page compensation for the preparation of the following:
  - a. Criminal or juvenile case transcripts requested by the Indigent Defense Commission for the purpose of appeal or for any court proceeding that occurred prior to the appointment of counsel; transcripts of preliminary hearings; and transcripts required for post-conviction relief hearings, to prepare for re-trial following a mistrial, or appeals;
  - b. Criminal or juvenile case transcripts requested by the state's attorney for the purpose of appeal and transcripts required for post-conviction relief hearings, to prepare for re-trial following a mistrial, or appeals;
  - c. Transcripts of the judge's and state's attorney's official statements to the Pardons Advisory Board; and
  - d. Transcripts prepared at the direction of a district court judge or referee.

Preparation of the transcript is defined as an original to be filed in the office of the clerk, one copy for each party separately represented, and, if parole or probation be granted, one copy to the division of parole and probation, and, upon request of any of the preceding parties, an electronic copy.

## **EXPENSES**

### **A. Expenses Associated With Recording the Proceeding.**

The state will pay for expenses associated with recording the proceedings and maintenance of stenographic equipment owned by the state.

### **B. Expenses and Equipment Use.**

1. The court reporter may use the court reporter's equipment or state-owned CAT equipment.
2. The court reporter or other individual employed by the judiciary to prepare a transcript will be responsible for costs associated with producing a transcript if entitled to a fee for preparing the transcript, including paper, copying, binding, etc. The state will pay for associated expenses if there is no fee compensation.

### **C. Computer-CAT System.**

The state court administrator may approve the purchase of computers, software, stenowriters, and other CAT related expenditures upon approval of a statewide CAT implementation plan.

Approved by Supreme Court 10/20/82; amended 07/01/97; amended 09/30/98; amended 03/21/01; amended 11/06/02; amended 08/03/05; amended 06/27/07; amended 06/24/10 effective 07/01/10; amended 09/10/2014 effective 10/01/2014; amended 05/04/16 effective 07/01/16; amended 03/31/21