



Eighteenth Judicial Circuit Written Transcript Request Form (Brevard County Use Only)

Presently, there are two ways to receive a copy of digitally recorded court proceedings; a typed transcript or an audio/video CD. Email link, and on-site audio/video are no longer available. This form is to be used to receive a quote for a written transcription of a digitally recorded court proceeding

Please complete all sections as failure to provide any information may delay your request. Proceedings that are confidential in nature, such as Juvenile Dependency or Delinquency, may be obtained only with a signed court order. You will be contacted with a quote for this service and payment instructions by an official court reporter authorized to transcribe digitally recorded court events.

Requester:		Today's Date:
Business/Firm/Lawyer Name:		Contact:
Mailing/Billing Address:		
Phone Number:	Fax Number:	Email Address:
Public Defender/State Attorney Authorization:		

Case Number			
Case Style (e.g.: State v. Name, Interest of Name, Name v. Name)			
Date of Proceeding:	Time of Proceeding:	Type of Proceeding:	
Courthouse:	<input type="checkbox"/> Moore Justice Center /Viera	<input type="checkbox"/> Titusville Courthouse	<input type="checkbox"/> Melbourne Courthouse
Courtroom:	Presiding Judge/Magistrate:		
<input type="checkbox"/> Transcript of Full Proceeding	Number of copies _____	<input type="checkbox"/> Transcript of Partial Proceeding	Number of Copies _____
Description of Partial Event:			
Transcription requested:	<input type="checkbox"/> Regular (30 days)	<input type="checkbox"/> Expedited (1 day)	<input type="checkbox"/> Expedited (3-5 days)

Please mail or deliver this completed form to:	Court Administration ATTN: Digital Court Reporter Moore Justice Center 2825 Judge Fran Jamieson Way Viera, FL 32940
Faxed requests 321-637-5573.	

Official Use Only		
Date Received:	Date Completed:	Sent Date:
Referred to:	Copies:	Page(s):
Pmt Received:	Processed By:	Comments: