

(UCS-Revised 1999)

COURT REPORTER MINUTE AGREEMENT FORM
(Private Party Transactions)

Please Type or Print Clearly

1. _____ Court, _____ County.

Part No. _____ Name of Judge/Justice _____

2. Name of Case _____

3. Court Docket/File/Index Number _____ 4. Date(s) of Minutes Requested _____

5. Type of Proceeding (check one or more):

Arraignment _____ Application _____ Hearing _____ Plea _____ Trial _____ Sentence _____

Other (specify): _____

6. Pursuant to Section 108 of the Rules of the Chief Administrative Judge, the rates per page for transcripts of proceedings reported in New York State courts shall be as follows:

Regular delivery:	\$3.30 - \$4.30 (original) \$1.00 (each copy)
Expedited delivery:	\$4.40 - \$5.40 (original) \$1.10 (each copy)
Daily delivery:	\$5.50 - \$6.50 (original) \$1.25 (each copy)

7. Rate to be Charged Per Page: _____

Regular _____ Expedited _____ Daily _____ Other _____

No. of Copies Ordered _____

8. Estimated Number of Pages: _____ 9. Estimated Delivery Date: _____

10. Agreed to:

_____	_____	_____
Court Reporter (signature)	Attorney/Party (signature)	Date of Agreement
Name of Court Reporter _____	Name of Attorney/Party _____	
Address _____	Firm/Address _____	
_____	_____	
Telephone Number _____	Telephone Number _____	
Fax Number _____	Fax Number _____	

A copy of this agreement must be filed by the court reporter with his/her supervisor as designated by the Administrative Judge within 7 calendar days following the date of agreement.