

**UNITED STATES BANKRUPTCY COURT
NORTHERN DISTRICT OF FLORIDA
TRANSCRIPT ORDER FORM**

A separate order form for each proceeding is required. Only one case number may be listed per transcript order.

PART I – PURCHASING PARTY TO COMPLETE:

Bankruptcy Case Number: _____ Adversary Case No.: _____

Debtor Name: _____

Date(s) of Hearing: _____ Time(s) of Hearing: _____ Presiding Judge: _____

CM/ECF Docket No. of Proceeding Memo (Hearing Minutes): _____

Is transcript for an appeal: **YES** **NO** *If yes, transcript is time sensitive.* **Date Notice of Appeal filed:** _____

Has the transcript been filed in CM/ECF? **YES*** **NO**

If yes, do not continue with this form. Contact the transcriber or court reporter to obtain copy.

Purchaser's Name: _____
(Individual or Law Firm Name)

Contact Person: _____ Telephone: _____

Email Address: _____

Mailing Address: _____

Transcription Service selected from list on court website: _____

CM/ECF Filers:

File this form electronically. Use the keyword *Search* button in the CM/ECF menu bar to locate all "transcript" filing events.

Non-CM/ECF Filers:

Email form to CMECF_Helpdesk@flnb.uscourts.gov
or mail / hand-deliver to: Clerk, U.S. Bankruptcy Court, 110 E. Park Ave., Ste. 100, Tallahassee FL 32301

PAYMENT: The transcription service will contact you directly for payment.

PART II – TRANSCRIBER'S ACKNOWLEDGMENT must be completed then filed in CM/ECF by Transcriber

This Transcript Order Form was received on: _____

Satisfactory arrangements _____ have / _____ have not been made for payment of the transcript cost.

No. of trial/hearing days: _____ Estimated no. of pages: _____ Estimated completion date: _____

If an enlargement of time for filing is requested and transcript cannot be completed within 30 days from receipt of transcript order, please state time required and reasons on separate page.

_____ Unable to accept assignment. Ordering Party notified.

Transcriber: File this form electronically. Use the keyword *Search* button in the CM/ECF menu bar to locate all "transcript" filing events.

Date: _____ Transcriber's Signature: _____