

# TRANSCRIPT REQUEST INFORMATION & PROCEDURES

Official typewritten transcripts of the U.S. Bankruptcy Court's proceedings may be ordered by calling the Court Recorder Operator at 401.626.3145 (Jody Venuti) or 401.626.3126 (Steve Stricklett) or by filing a **Request for Transcript** in the court's ECF system. The estimated cost of the transcript is based on the number of pages and how quickly you want the transcript.

**One hour of audio equals approximately 50 typed pages.**

Ordinary	Up to 30 days	3.65 per page
14 Days	Up to 14 days	4.25 per page
Expedited	Up to 7 days	4.85 per page
Next Day*	24 hours	6.05 per page
Hourly	2 hours	7.25 per page

\*\* A transcript that is estimated to be over 100 pages cannot be ordered on a Next Day basis.

**Example:** a two (2) hour hearing would be about 100 pages. If you want an ordinary transcript prepared, multiply 100 pages times \$3.65 per page. [100 x \$3.65 = \$365.00]

**Remember, this is only an estimate.** The actual cost will be determined by the assigned transcriber (transcribers are assigned on a rotating basis by the court) and the requestor must pay the fee directly to the transcriber before the transcript is released unless another arrangement is made PRIOR to the production of the transcript. The transcriber will contact you for your billing information prior to starting the transcript. If necessary, you can contact our transcribers at the following phone numbers:

**Accuscribes Transcription Service, LLC**

1301 York Road, Suite 601  
Lutherville, Maryland 21093  
410-466-2033  
[kelly@accuscribes.com](mailto:kelly@accuscribes.com)

**Ad Hoc Transcription, LLC**

241 Sussex Avenue  
Newton, NJ 07860  
Phone: 888-516-5553  
[info@adhoctranscription.com](mailto:info@adhoctranscription.com)

**Associated Reporters International Inc.**

213 Main Street, P.O. Box 165  
Massena, New York 13662  
800-523-7887  
[courtsteno@aol.com](mailto:courtsteno@aol.com)

**Elite Transcription**

405 Robin Hood Court  
Springdale, AR 72764  
(479) 236-4624  
[melissaseabaugh@att.net](mailto:melissaseabaugh@att.net)

**Fiore Transcription Service, Inc.**

67 Elaine Drive  
Shelton, CT 06484  
203-929-9992  
[cmfiore@sbcglobal.net](mailto:cmfiore@sbcglobal.net)

**J & J Transcribers, Inc.**

268 Evergreen Avenue  
Hamilton, NJ 08619  
609-586-2311  
[jjcourt@jjcourt.com](mailto:jjcourt@jjcourt.com)

**Young Transcription Services**

PO Box 506  
Wrentham MA 02093  
508-384-2003  
[yts2@verizon.net](mailto:yts2@verizon.net)

**United Reporters Inc.**

43 Woodland Street, Suite 200  
Hartford, CT 06105  
866-534-3383  
[Info@unitedreporters.com](mailto:Info@unitedreporters.com)

***\*\* Prior to requesting a transcript, please review the [transcript policy](#) found on our website.***

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## **ECF PROCEDURE**

**You can now order a transcript online through ECF:**

- Simply login to ECF.
- Choose the Bankruptcy or Adversary tab.
- Select other.
- Enter your case number.
- Select Request for Transcript from the list of the events and follow the prompts
- If the transcript you require has already been purchased by another party within the last 90 days, please contact the transcription company directly to purchase an additional copy.

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## **Procedure for Non-ECF Users**

**If you are not an efiler, contact court recorders to place an order for a transcript:**

**Jody Venuti 401.626.3145  
or  
Steve Stricklett 401.626.3126**

**\*\*Once the transcript request is made and the court assigns a transcriber, the transcriber will file a Certification of Transcript Request in accordance with Fed.R.Bank.P 8007(a) acknowledging acceptance, estimated cost and estimated delivery date.**