SUPERIOR COURT OF CALIFORNIA
COUNTY OF SOLANO

<u>Hall of Justice</u>
600 Union Avenue
Fairfield, CA 94533

<u>Old Solano Courthouse</u>
580 Texas Street
Fairfield, CA 94533

REQUEST FOR ELECTRONIC RECORDING: SHARED LINK

Electronic Recordings are only available in limited civil cases, misdemeanors and infractions (GC § 69957) or when ordered as the official record in other case types.

Electronic recordings are provided via email using a shared link. The audio link will be emailed in 7 business days.

Failure to complete all the requested information will cause significant delay in the completion of your electronic recording request.

Requesting Party: _____

Email Address: _____

Telephone Number: _____

Case Number(s): _____

Dept. / Judge: _____

Hearing Date(s): _____

REQUESTS FROM ELECTRONIC RECORDING SYSTEMS:

Electronic recordings will be provided via a shared audio file link, in a Windows Media Audio (WMA) format.

Upon special request, the audio recording may alternatively be provided on a CD, in Windows Media Audio (WMA) format. To request this option, please request a form from the division.

Copies of electronically recorded proceedings are available for purchase at the rate of $15.00 per audio shared link. All electronic recordings must be paid for in advance. You may purchase in the Civil, Family, Criminal, Traffic or Juvenile Divisions. A Request for Electronic Recording Form must be completed.

Transcripts may be prepared from an electronic recording by a qualified transcriber. The Court does not provide this service, but has approved eScribers for ER transcription needs. To order a transcript, go to www.escribers.net and select "Order a Transcript." For more information about eScribers, ask the court for a flyer.

Submit completed forms to the corresponding division, via email or in person:
Criminal Division - CriminalDivision@solano.courts.ca.gov
Civil Division - Civildivision@solano.courts.ca.gov
Family Law/Probate/Adoption - Familydivision@solano.courts.ca.gov

ELECTRONIC RECORDING REQUEST