

ATTORNEY OR PARTY WITHOUT ATTORNEY: NAME: FIRM NAME: STREET ADDRESS: CITY: TELEPHONE NO.: EMAIL ADDRESS: ATTORNEY FOR (name):	STATE BAR NO: STATE: ZIP CODE: FAX NO.:	FOR COURT USE ONLY
SUPERIOR COURT OF CALIFORNIA, COUNTY OF STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:		
Plaintiff/Petitioner: Defendant/Respondent: Other Party:		
REQUEST FOR COURT REPORTER BY PARTY WITH FEE WAIVER		CASE NUMBER:

INSTRUCTIONS

If you have been granted, or are applying for, a waiver of court fees and costs, you may use this form to request the services of an official court reporter for a hearing or trial for which a court reporter is not otherwise provided and for which electronic recording is not provided.

- 1 You should make a request 10 calendar days before any court date for which you want a reporter. If the court date is scheduled with less than 10-days' notice, you should file the request as soon as you can.
- 1 If you do not file the request on time, the court may be unable to provide a court reporter on the date requested and may have to reschedule the hearing or trial.
- 1 There will be no fee to you for the court reporter being at the hearing if you have a fee waiver.
- 1 **Note:** Having a court reporter does not guarantee the right to get a free transcript. To learn more about transcripts and records for an appeal, read the Self Help webpages for civil appeals, particularly [courts.ca.gov/designating record](http://courts.ca.gov/designating-record).

If you are eligible, the court will try to schedule a court reporter for the court proceeding but cannot guarantee that one will be available at that time.

REQUEST FOR COURT REPORTER

1. (Name of party making request): _____
- a. has received a waiver of court fees and costs in this action.
- b. is filing a *Request to Waive Court Fees* (form FW-001 or FW-001-GC) with this form.
2. An official court reporter is requested for trial hearing on (date): _____.

Date: _____

(TYPE OR PRINT NAME OF ATTORNEY OR PARTY WITHOUT ATTORNEY)



(SIGNATURE)