

## The Superior Court of California County of Solano

## **HOW TO ORDER AN ELECTRONIC RECORDING (ER) TRANSCRIPT:**

- 1. YOU MAY BUY AN OFFICIAL ER TRANSCRIPT OF YOUR CASE. Superior Court of California, County of Solano has approved eScribers for their ER transcription needs. The transcript will be made from the recording taken during your hearing. All transcripts can be prepared by eScribers, the courtapproved transcriber.
- 2. To order a transcript, go to <a href="www.escribers.net">www.escribers.net</a> and click on "Order a Transcript" or contact Michele Lilley at (480)-581-0428. The website or phone contact will provide instructions on the details needed and how to order the transcript. Once we receive the audio from the court, we will send you a cost estimate.
- 3. When ordering a transcript please be prepared to provide the correct name of the case, docket number, name of the court where the hearing took place, and date(s) of hearing.
- 4. Unless other arrangements have been made, when your transcript is completed, you will receive one digitally signed copy of the transcript in PDF-A format by email. You can print out the transcript on paper but you cannot change any of the information. The official version of the transcript will be sent to the court. Your copy is a certified version of the official transcript.

For any questions please contact:

**Michele Lilley** 

Email: <u>sales@escribers.net</u>
Direct: 480-581-0428