

ATTORNEY OR PARTY WITHOUT ATTORNEY (NAME AND ADDRESS): TELEPHONE NO.:		FOR COURT USE ONLY
EMAIL ADDRESS ATTORNEY FOR (NAME):		
SUPERIOR COURT OF CALIFORNIA, COUNTY OF SANTA BARBARA <input type="checkbox"/> Santa Barbara–Anacapa <input type="checkbox"/> Santa Maria-Cook <input type="checkbox"/> Lompoc Division 1100 Anacapa Street 312-C East Cook Street 115 Civic Center Plaza Santa Barbara, CA 93101 Santa Maria, CA 93454 Lompoc, CA 93436		
CASE NAME:		
REQUEST FOR COURT REPORTER BY A PARTY WITH A FEE WAIVER		CASE NUMBER:

A party who has been granted a waiver of court fees and costs may request the services of an official court reporter for a proceeding for which a reporter is not normally available and for which electronic recording is not provided.

A request must be made for each proceeding for which a reporter is requested and must be filed with the clerk at least 10 calendar days before the date set for the proceeding, or at the time the proceeding is scheduled if less than 10 days away. Failure to comply with this request procedure may result in the court being unable to provide a court reporter or a continuance of the hearing. Parties to the case who do not qualify for a waiver of court fees and costs will be responsible for a pro rata share of the fees. **Please Note:** Unless otherwise required by law, the court is generally not obligated to provide court reporter transcripts free of charge to a party who has been granted a waiver of court fees and costs.

If eligible, the court will try to schedule a court reporter for the date/time of the court proceeding but cannot guarantee that one will be available. Given the general unavailability of official court reporters, notice of the availability of a court reporter will not be given until the day of the trial or hearing.

REQUEST

I, _____ had a waiver of court fees and costs approved by the court on _____ (date), and I request an official court reporter for trial hearing on _____ (date) at _____ a.m. p.m. in Dept _____.

Dated: _____
_____ (Signature)

FOR OFFICE USE ONLY

- Approved fee waiver on file and case-type is eligible. Office of Court Reporting Services notified of request.
 No approved fee waiver on file and/or case-type not eligible for reporter.