

STATE OF NORTH CAROLINA

In The General Court Of Justice
District Court Division

_____ County

IN THE MATTER OF

REQUEST AND ORDER AUTHORIZING TRANSCRIPT OF CONFIDENTIAL PROCEEDING

Name

Case File No.

Date Of Proceeding(s)

Name Of Judge Presiding At Proceeding(s)

Courtroom Where Hearing Held

REQUEST

I, the undersigned, request the Court to provide a duplicate copy of the audio verbatim recording of the confidential proceeding named above which was electronically recorded.

My reason for this request is as follows:

NOTE: Record On Appeal Information

For preparation of a record of a case on appeal, follow the requirements set out in the Rules of Appellate Procedure, promulgated by the Supreme Court of North Carolina. These Rules describe what is required in the preparation of the record on appeal and the transcript format to be followed.

Date Of Request

Name Of Person Making Request (type or print)

Signature Of Person Making Request

Telephone No. Of Person Making Request

ORDER

It is ordered that the Clerk of Superior Court in the county named above shall duplicate the audio verbatim recording of this matter and transmit it by LiquidFiles to the authorized person named below. No fee shall be charged for any cost of producing the duplicate medium.

The following person is authorized by the Court to listen to and transcribe any duplicate recording mediums produced of the verbatim record of the court hearing in the above-named confidential proceeding:

Name, Address, Email Address, And Telephone No. Of Authorized Person (type or print)

Email Address

Telephone No.

It is further ordered that the authorized person maintain strict confidentiality of the record(s) in accordance with the statutes. This person shall delete the duplicate recording mediums of this proceeding immediately upon the completion of the transcription of this matter and this person shall certify the destruction to the court.

It is further ordered that the authorized person named above shall forward a copy of the transcript to the following persons/parties:

Date Order Issued

Name Of Presiding Judge (type or print)

Signature Of Presiding Judge

CERTIFICATION BY TRANSCRIPTIONIST OF DESTRUCTION OF DUPLICATE RECORDING

I certify that I destroyed the duplicate recording from the Clerk of Superior Court.

Date Of Destruction

Signature Of Person Authorized To Transcribe