

**EIGHTH JUDICIAL DISTRICT COURT**

**REGIONAL JUSTICE CENTER**

**200 Lewis Avenue**

**Serenity Sivongsa – Court Recorder**

sivongsas@clarkcountycourts.us

**Phone: 702-671-4442**

**Las Vegas, NV 89155**

**(702) 671-4306**

**JUDGE CRYSTAL ELLER**

**DEPARTMENT 19**

*Please complete this form and return to Department 19.*

*Upon completion of the transcript, CD/DVD or thumb drive, an invoice will be emailed to you with payment instructions*. *Work product will not be released until payment is received. Thank you.*

**TRANSCRIPT/CD ORDER FORM**

CASE #:

NAME OF CASE:

DATE OF HEARING:

NAME OF PERSON PLACING THIS ORDER:

LAW FIRM AND ADDRESS:

TELEPHONE NO. & EMAIL ADDRESS:

**Fee Schedule (per NRS 3.370)**

**Recording Fee** - $40 for each hour or fraction thereof actually spent recording civil matters to be charged in addition to the cost of preparation of transcripts and/or materials for CD/DVD or thumb drive.

**PLEASE MARK YOUR SELECTION:**

Expedited Transcript (24 hours- $8.03 per page): [ ]

Expedited Transcript (\*48 hours - $6.01 per page): [ ]

Expedited Transcript (\*4 days - $5.01 per page): [ ]

Regular Course Transcript (30 days - $3.80 per page): [ ]

CD/DVD ($2 – see note below): [ ]

Thumb Drive ($5 – see note below): [ ]

**\*NOTE:** Time for expedited transcripts begins when the transcriptionist has everything she needs to type the transcript. Please note that it could take a few days to find someone to type your request. For further consideration please note that the Court Recorder does not work weekends or holidays. Daily trial transcripts must be prearranged with the Court Recorder.

\*\***NOTE:** CD/DVD and Thumb drives are audio/visual recording only and *CANNOT BE USED FOR THE PREPARATION OF OFFICIAL TRANSCRIPTS)*