

VICTORIA COURT REPORTING SERVICE SALES ORDER FORM

STANDING ORDER FOR THIS CASE? _____ ATTORNEY INITIALS: _____

ORDERED BY:

REPRESENTING:

REPORTER:

CASE NAME:

DATE:

TIME:

ATTACH FULL CAPTION AND SERVICE LIST

A.M./P.M.

TYPE OF PROCEEDING: DEPOSITION
CHECK ONE

TRIAL

HEARING

OTHER

PLEASE SPECIFY _____

WITNESS:

Signature Reserved By:

TRANSCRIPTS

DELIVERY DATE AFFECTS PRICE PER PAGE!

ORIGINAL

COPY

SEALED

CASE FILED IN AN O/I STATE

YES

NO

PLEASE SPECIFY DELIVERY TERMS BELOW:

___ REGULAR2 WEEK DELIVERY
___ ONE WEEK.....5 - 7 BUS DAYS
___4 BUS DAYS
___3 BUS DAYS
___2 BUS DAYS
___24 HOUR DELIVERY
___SOON AS POSSIBLE

REAL-TIME SERVICES

___ INITIAL INTERACTIVE REAL TIME HOOKUP
PLAINT/DEFEND (Includes Weekly Delivery of Final)
___ ADDITIONAL HOOKUP(S)
___ DRAFT ASCII / No computer hookup (Includes Weekly Delivery of Final)
___ INTERNET HOOK-UP(Atty. responsible for phone time.)
___ VIDEOSTREAMING

TRANSCRIPT (Final Product)

___ PAPER COPY ___ CD-ROM

OR

E-MAIL (Please Specify Format)

___ E-TRANS ___ ASCII ___ PDF ___ LIVENOTE

CONDENSED™ (Please Specify Format)

___ QUAD PRINT ___ DUAL COLUMN ___ PDF

EXHIBITS

___ SCAN TO CD-ROM
___ LINKED TO TRANSCRIPT
In LIVENOTE / SUMMATION

ADDITIONAL SERVICES

___ COMPUTER RENTAL
___ VIDEO SYNCHRONIZING
___ VIDEO CONFERENCING
___ CONFERENCE ROOM
___ VIDEOGRAPHY

PURCHASE AGREEMENT & CREDIT TERMS

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AUTHORIZED SIGNATURE: _____ DATE: _____

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