



# South Carolina Judicial Branch

TRANSCRIPT REQUEST FORM

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SC Court of Appeals

Pursuant to Rule 207 and 607 of the South Carolina Appellate Court Rules, the transcribed paper copy is the official record of court proceedings. You may request a transcript by completing this form and emailing it to the Court Reporter/Transcriptionist and to South Carolina Court Administration at [transcripts@sccourts.org](mailto:transcripts@sccourts.org). If WebEx or DCRP were used to capture the record, please indicate below and send the form to [transcripts@sccourts.org](mailto:transcripts@sccourts.org).

Requestor's Information			
<b>Full Name</b> John Martin Foster		<b>Law Firm/Agency</b> J.M. Foster Law Office	
<b>Phone Number</b> 803-324-8100		<b>Email Address</b> jmfoster340@gmail.com	
<b>Mailing Address</b> P.O. Box 106, Rock Hill, S.C. 29731-6106		<b>Is the requestor a party in the case?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>If no, does the requestor represent a party?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, name of party Stephanie Kozak			
Transcript Information			
<b>Docket Number</b> 2022-CP-46-03201		<b>Full Case Caption</b> (i.e. State v. John Doe or John Smith v. Jane Smith) Bernice Caldwell v Patricia Mitchell <i>et al.</i>	
<b>Date(s) of Proceeding</b> 01/25/2024		<b>County</b> York	
<b>Presiding Judge</b> Daniel D. Hall		<b>Special Circumstances</b> Is the hearing to be transcribed one of the following: Termination of parental rights Adoption Any actions involving child custody/visitation.	
<b>Opposing Counsel(s)</b> (name and email address) Charles Baxter Burnette, IV		<b>Appeal pending</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Court Reporter(s)</b>		<b>Death Penalty</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>Portion of proceeding to be transcribed</b> <input checked="" type="checkbox"/> Entire hearing <input type="checkbox"/> Voir dire by juror <input type="checkbox"/> Jury selection <input type="checkbox"/> Plaintiff's opening statement <input type="checkbox"/> Defendant's opening statement <input type="checkbox"/> Plaintiff's closing arguments <input type="checkbox"/> Defendant's closing arguments <input type="checkbox"/> Entire direct examination <input type="checkbox"/> Entire cross examination <input type="checkbox"/> Entire redirect <input type="checkbox"/> Examination of witness (W) by attorney (A) W: _____ A: _____ <input type="checkbox"/> Ruling of the court		<b>WebEx</b> <input checked="" type="checkbox"/> <b>DCRP</b> <input type="checkbox"/>	
<b>Delivery Timeframe</b> (check Rule 607 for current page rates) Quote Rough Draft Overnight delivery Daily delivery Expedited delivery (7 days) <b>Due</b> on/before: _____ <input checked="" type="checkbox"/> Regular delivery (60 days)		<b>Delivery Method</b> (additional fees may apply) <input checked="" type="checkbox"/> PDF / Email <input type="checkbox"/> Hard Copy/Priority Mail (\$50 + shipping) <input type="checkbox"/> PDF & Hard Copy/Priority Mail (\$50 + shipping)	
<b>Responsible Payor</b> <input checked="" type="checkbox"/> Private / Self <input type="checkbox"/> Court Appointed Counsel Appeals Attorney _____ Email _____ Other _____		<b>Next Hearing Date</b> _____	

Requestor's Signature: *JMF*  
(Typed name will serve as signature)

Date: 01/27/2024

**NOTE:** Requests will be processed pursuant to Rule 207 and 607 of the SCACR. Rule 607(h) governs the fees for transcripts, which are not provided for free or at reduced rates to any party, regardless of indigent status. Please promptly submit your payment in the method of payment requested, in order for the transcript to be produced. In some cases, a deposit may be required before the transcript can be placed in the production queue. You may also request a quote before deciding to order. **If you need to cancel the transcript request for any reason, you are responsible for paying for the pages of the transcript that have already been completed at the time of the cancellation.**