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Transcript Request Form

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 and to South Carolina Court Administration at transcripts@sccourts.org. Click here for instructions on how to find the court reporter's email and mailing addresses. Once the court reporter receives your request, it 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. Please send by mail a money order or certified bank check to the court reporter in order to obtain the transcript. Some court reporters may accept personal checks. Please check with the court reporter to see if this option is available. Once your request is received, you will receive a copy of this form with the bottom portion completed. Please promptly submit your payment in order for the transcript to be provided. 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.

Requestor's Information			
Full Name Jean P. Derrick	Phone Number 803-359-6189	Email Address jean@jeanpderricklaw.com	
Mailing Address PO Box 929	City Lexington	State SC	Zip Code 29071
Transcript Information			
Docket Number 2017-CP-02-02522	Case Caption Gina P. Salatino vs. City of Aiken		
Date(s) of Proceeding September 27th – September 29th 2021	Circuit <input checked="" type="checkbox"/> Family <input type="checkbox"/>	County Aiken	
Presiding Judge The Honorable Courtney Clyburn Pope	Expedited Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		
Court Reporter(s) Circuit Court DCRP	Opposing Counsel Andrew Lindemann		

Requestor's Signature:

(Typed name will serve as signature)

J.P. Derrick

Date:

4/5/22

Note: If you are ordering a transcript pursuant to Rule 207(a)(1), SCACR, you must contemporaneously furnish all parties, the Office of Court Administration, and the clerk of the appellate court with copies of all correspondence with the court reporter.

For Court Reporter Use Only			
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