



Cowlitz County Clerk's Office
 312 SW First Avenue, Room 233
 Kelso, WA 98626
 Phone: 360-577-3016

Appellate Request for Recording of Courtroom Proceeding

Please print or write clearly. Inaccurate or illegible information may delay your request.

Today's Date:	Requestor's Name:	
Requestor's Phone Number:	Requestor's Email Address:	
Cowlitz County Case Number:	Court of Appeals Case Number:	
Case Title:		
Order Date:	SOA Due Date:	VRP Due Date:

NOTICE: You must provide a copy of the Statement of Arrangements along with this request form. The record(s), clerk's minutes, and a copy of the Statement of Arrangements will be sent directly to the court approved transcriber.

Indigency Order Signed On:	Signed By: (Judicial Officer)
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Court Approved Transcriber: (Choose one)

Melissa Firth **Barbara Lane**

Information about court approved transcribers is available at www.cowlitzsuperiorcourt.us.

NOTICE: Pursuant to RAP 9.2(b), a verbatim report of proceedings provided at public expense will not include the voir dire examination or opening statements, unless so ordered by the trial court.

For requests not accompanied by a Statement of Arrangements, fill out the below lines.	
Date and Time of Hearing	Courtroom/Judicial Officer
1.	
2.	
3.	
4.	
5.	
6.	

Submit this request in person or by mail to Cowlitz County Clerk, 312 SW First Avenue, Room 233, Kelso, WA 98626, or by email to clerksearchrequests@cowlitzwa.gov.

CLERKS OFFICE USE ONLY

Date Received: _____ Received By: _____ Amount Paid: _____ Receipt #: _____

Date Completed: _____ Completed By: _____ Via: _____