



**SUPERIOR COURT OF CALIFORNIA
COUNTY OF SACRAMENTO
JUVENILE PROCEEDINGS:
REQUEST FOR COURT REPORTER'S TRANSCRIPT**

JUVENILE CASE INFORMATION		
Case Name(s):		
Case Number(s):		
Court Reporter Name (if known):		
Date(s) of Hearing:		
Judicial Officer Name:		Department:
PERSON REQUESTING TRANSCRIPT		
Your Name:		
Your Relationship to Minor(s):		
Minor(s) Name and Date(s) of Birth:		
Phone Number:	Alternate Number:	
Street Address:		
City:	State:	Zip Code:
Email Address:		
Comments:		
Your Signature:		Date:

Instructions: Please mail this completed form to the appropriate contact person listed below.

Juvenile Dependency: Tess Chiamparino, Operations Manager, William R. Ridgeway Family Relations Courthouse, 3341 Power Inn Road, 3rd Floor, Sacramento, CA 95826

Juvenile Justice (Delinquency): Tess Chiamparino, Operations Manager, Juvenile Courthouse, 9605 Kiefer Blvd., 2nd Floor, Sacramento, CA 95827

The court reporter will contact you with an estimate of the cost and preparation time for the transcript(s). *You will be asked to submit a Declaration for Access to Juvenile Case File (local form JC-E-667) prior to the release of a transcript(s).*

NOTE: *If your parental rights have been terminated, or if you are not a party to the case, your request for records (i.e., transcripts) must be made by submitting a Request for Disclosure of Juvenile Case File (form JV-570), Notice of Request for Disclosure of Juvenile Case File (form JV-571), and Proof of Service – Request for Disclosure (form JV-569) to the Juvenile Court in which the proceedings were held. For full instructions, please see Standing Order No. SSC-JV-99-021 Disclosure of Juvenile Case Files on the Court's Website at www.saccourt.ca.gov. If your request for records is granted by the judicial officer, then the court reporter will contact you with an estimate of the cost and preparation time for the transcript(s).*

All transcript fees must be paid to the court reporter in full before the transcript(s) will be prepared.