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Director

ADMINISTRATIVE OFFICE OF THE  
UNITED STATES COURTS

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WASHINGTON, D.C. 20544

March 14, 2003

**MEMORANDUM TO:** CHIEF JUDGES, UNITED STATES COURTS  
FEDERAL PUBLIC/COMMUNITY DEFENDERS  
DISTRICT COURT EXECUTIVES  
CLERKS, UNITED STATES COURTS

**SUBJECT:** Implementation of Ten Percent Increase to Transcript Fee Rates  
(ACTION REQUESTED)

The Judicial Conference, at its September 2002 session, approved a ten percent increase to the maximum page rates that may be charged for court transcripts. This increase was subject to the availability of funding in the Defender Services appropriation. Despite a shortfall in the Defender Services appropriation for fiscal year 2003, the Executive Committee has determined that this increase is necessary and appropriate, and it has been included in the fiscal year 2003 spending plan. Each court may adopt a schedule of transcript fees subject to the maximum rates established by the Judicial Conference, and may do so immediately. Transcripts ordered prior to the date of a court's adoption of the new rates should be billed at the rates in effect at the time the order was placed. A revised Schedule of Maximum Rates for all categories of transcript is attached and will also be included in the *Guide to Judiciary Policies and Procedures*, Volume VI, Chapter 20.

In recent years, limited exceptions to the original transcript fee rates have been approved for six large metropolitan courts, using the authority provided to me by the Judicial Conference (JCUS-MAR 81, pp.7-8). These exceptions were justified primarily on the courts' need to remain competitive in their geographic areas and to ensure that they could recruit and retain official staff reporters meeting minimum Judicial Conference requirements. The September 2002 action of the Judicial Conference adjusting the maximum page rates does not authorize these six courts to readjust their original transcript rates. Any additional adjustments, either by these court or others, would have to be justified and approved through the process outlined in the *Guide*.

If you have any questions concerning the increase in transcript fee rates, please call Edward Baca in the District Court Administration Division at (202) 502-1568.

A handwritten signature in black ink, reading "Leonidas Ralph Mecham".

Leonidas Ralph Mecham

Attachment

**MAXIMUM TRANSCRIPT RATES - ALL PARTIES  
PER PAGE**

	<u>Original</u>	<u>First Copy to Each Party</u>	<u>Each Add'l Copy to the Same Party</u>
<u>Ordinary Transcript</u> A transcript to be delivered within thirty (30) calendar days after receipt of an order.	3.30	.83	.55
<u>Expedited Transcript</u> A transcript to be delivered within seven (7) calendar days after receipt of an order.	4.40	.83	.55
<u>Daily Transcript</u> A transcript to be delivered following adjournment and prior to the normal opening hour of the court on the following morning whether or not it actually is a court day.	5.50	1.10	.83
<u>Hourly Transcript</u> A transcript of proceedings ordered under unusual circumstances to be delivered within two (2) hours.	6.60	1.10	.83
<u>Realtime Transcript</u> A draft unedited transcript produced by a certified realtime reporter as a byproduct of realtime to be delivered electronically during proceedings or immediately following adjournment.	2.75	1.10	