

CIRCUIT COURT FOR WORCESTER COUNTY, MARYLAND
OFFICE OF THE COURT REPORTERS

REQUEST FOR COPY OF AUDIO RECORDINGS (PC compatible only)

TO: Anne Horner, RPR
Worcester County Circuit Court
1 W. Market Street, Room 222
Snow Hill, MD 21863
(410)632-1125

CASE NAME: _____ **CASE NUMBER:** _____

DATE OF PROCEEDINGS: _____

REQUESTED BY: _____

ADDRESS: _____

TELEPHONE: _____ **EMAIL:** _____

<i>Are you a party or an attorney representing a party in this case?</i>	Yes	No
<i>Are you child counsel in this case?</i>	Yes	No

Except for proceedings closed pursuant to law, as otherwise provided by rule, or as ordered by the Court, Maryland Rule 16-504 provides in part that, upon written request and the payment of reasonable costs, the authorized custodian of an official recording shall make a copy of the audio recording available to any person.

SIGNATURE _____ **Date:** _____

NOTE: Official CDs generated from the original master recording are provided for listening purposes and verification of testimony only. They may not be used as the official court record in the place of a transcript. Transcripts cannot be produced using CDs. Only transcripts prepared and certified by the Court's approved transcriptionists are deemed official and can be admitted as evidence. Audio recordings are \$25.00 per hearing date. **Payment in full must be received before your order is processed. We accept checks or money orders made payable to County Commissioners of Worcester County. We cannot accept cash or credit cards.**