

ATTORNEY OR PARTY WITHOUT ATTORNEY (<i>Name, state bar number, and address</i>) TELEPHONE NO: _____ FAX NO.: _____ E-MAIL ADDRESS (<i>optional</i>): _____ ATTORNEY FOR (<i>Name</i>): _____	FOR COURT USE ONLY	
SUPERIOR COURT OF CALIFORNIA, COUNTY OF MADERA 200 South G Street Madera, California 93637		
PLAINTIFF: _____		
DEFENDANT: _____		
ORDER APPOINTING COURT APPROVED REPORTER AS OFFICIAL REPORTER PRO TEMPORE	CASE NUMBER: _____	
	HEARING DATE AND TIME: _____	DEPT: _____

1. Reporter Information

Name: _____ License No: _____
 (PRINT)

Bus. Address: _____ Telephone: _____
 _____ E-mail: _____

2. Court Reporter Agreement

By signing this agreement, and accepting this appointment as an official Court Reporter Pro Tempore in this matter, the Reporter confirms and agrees: (1) to maintain a valid, current California Certified Shorthand Reporter License and maintain current contact information with the Court as directed by Court Services; (2) that appearance fees, including real time fees, are the responsibility of the party or parties who arranged the reporter service, and may not be charged to the Court; (3) to comply with statutes and rules applicable to official Court Reporters Pro Tempore, including the duty to timely prepare transcripts in the proper appellate form; (4) to leave reporting notes or an electronic copy with the Court as directed by Court Reporter Leadership; (5) to follow directions from the Court, and to be subject to the jurisdiction of the Court to the same extent as an official reporter; (6) to be available for reading of notes back to the jury if serving during a jury trial. **For any transcripts that are produced, the original shall be filed with the Madera Superior Court. Please direct your PDF original to transcriptrequests@madera.courts.ca.gov for proper filing.**

Date: _____ Signature: _____

Order Appointing Court Reporter Pro Tempore

Pursuant to Government Code sections 68086, 70044, and California Rule of Court 2.956, the above identified Certified Shorthand Reporter is appointed as an official Court Reporter Pro Tempore in these proceedings and is ordered to comply with the terms of the Court Reporter Agreement set forth above. Any party who orders proceedings transcribed by the official Court Reporter Pro Tempore shall be ordered to lodge a copy of the transcript with the Court.

Date: _____

 Judicial Officer