



New Jersey Judiciary

Request for Audio Records of Remote Proceedings During COVID-19 Crisis

**DISCLAIMER: Recordings may NOT be used to produce official transcripts.
They are for reference only.**

1. Fill out all the information on this form. Incomplete or inaccurate case information may delay your request. For help with case information, please contact the court office. Once completed, email the form to the local transcript office.
2. Select the type of recording.
 - Audio file – no CD.** You will receive an email with a password to listen to an audio recording of the court event. No charge.
 - Audio file on CD.** There is a \$10.00 fee for audio files on CD. Contact the county transcript office at the email below if you wish to request and pay for an audio CD.

Requesting Party

Name		Date	
Address: Street			
City		State	Zip Code
Email Address			Telephone Number
Requestor's Connection to the Case			
<input type="checkbox"/> Plaintiff <input type="checkbox"/> Defendant <input type="checkbox"/> Plaintiff's Attorney <input type="checkbox"/> Defendant's Attorney <input type="checkbox"/> Victim <input type="checkbox"/> Other _____			

Case Information

Case Name (Plaintiff v. Defendant)		Trial Court Docket Number / Indictment Number	
Date(s) of Proceeding	Type of Proceeding (e.g. trial, sentencing, motion, etc.)	Name of Judge	

Any special instructions

Transcript Office

Select County: _____ Transcript Office Email: _____

For Court Staff Use Only

Processed By: _____ Date: _____
Notes: _____