

# REQUEST FOR A TRANSCRIPT OF A PROCEEDING

COMPLETE THIS FORM AND RETURN TO:

DELAWARE SURROGATE'S COURT

3 Court Street, Delhi, New York 13753

TITLE OF PROCEEDING: \_\_\_\_\_

FILE NO. \_\_\_\_\_ COURT DATE: \_\_\_\_\_

NAME OF TRANSCRIPTION SERVICE TO BE USED:

\_\_\_\_\_

It is the responsibility of the requesting party to make arrangement for payment with the transcription service. A list of transcription services can be found at:

[www.nycourts.gov/LegacyPDFS/howdoi/vendor-list.pdf](http://www.nycourts.gov/LegacyPDFS/howdoi/vendor-list.pdf)

The court will forward a copy of the recorded proceeding and related log sheets to the transcription service upon receipt of a request from a party, an attorney, or the transcription service.

Name, address, and telephone number of person requesting a transcript: (please print clearly)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Signature of Requestor: \_\_\_\_\_ Date: \_\_\_\_\_