

State of Alabama Unified Judicial System  Form PERS-40      Rev. 12/07	<b>REQUEST FOR SPECIAL COURT REPORTER</b> (SUBMIT IN TRIPLICATE)	Date of Request
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IN THE \_\_\_\_\_ JUDICIAL CIRCUIT COURT OF \_\_\_\_\_ COUNTY

**PART I. For Use By Presiding Circuit Judge**

Authorization is requested to employ a Special Reporter pursuant 12-17-271 and 12 -17-272, *Code of Alabama 1975*, and Rule 12, *Alabama Rules of Judicial Administration*.

[      FINANCE DIVISION - EXPENSE ACCOUNTING SECTION      ]  
 ADMINISTRATIVE OFFICE OF COURTS  
 300 DEXTER AVENUE  
 MONTGOMERY, ALABAMA 36104-3741  
 ]

**(I CERTIFY THAT THERE IS NO OFFICIAL COURT REPORTER AVAILABLE WITHIN THE CIRCUIT WHO CAN BE TEMPORARILY ASSIGNED TO MEET THIS NEED.)**

Period of Service Anticipated (Inclusive)	From: (Date/Time)	To: (Date/Time)	Total Number of Days
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Name of Assigned Court Reporter	
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**Remarks:** (Explain Need for Service (Include: Judge's name and case numbers if applicable))

  
  
  
  
  

An expense claim for services (FIS-45) rendered shall be filed with the Administrative Office of Courts/Finance Division upon Completion of the service.

Typed Name and Address of Presiding Circuit Judge	Signature
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**PART II. For Use By The Administrative Director of Courts**

Presiding Circuit Judge of the _____ Judicial Circuit is:  <input type="checkbox"/> Granted Authority To <input type="checkbox"/> Denied Authority To  Employ a Special Court Reporter.	<b>Period of Service Authorized</b> (Inclusive)		
	From	To	Total Number of Days
	<b>Rate of Compensation Authorized</b>		
	\$ _____ Daily fee for services \$ _____ Daily per diem for overnight travel \$ _____ Per mile mileage fee		

<b>Remarks:</b>	Reference Number <i>(to be used when filing expense claim for services)</i>
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Date	Signature of Administrative Director of Courts
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