

IN THE CIRCUIT COURT FOR CHARLES COUNTY, MARYLAND

Administrative Order No. 19-06

TRANSCRIPT PROCEDURE

On this 21st day of November 2019, it is,

ORDERED that all requests for transcripts must be made to the Court Reporting Coordinator, in writing, on a form provided by the Court Reporting Coordinator. The Court Reporting Coordinator may be reached by calling (301) 932-3261 or by mail sent to 200 Charles Street, La Plata, Maryland 20646; and it is further,

ORDERED that the Court Reporting Coordinator shall engage a commercial entity to transcribe proceedings, consistent with Court of Appeals standards; and it is further,

ORDERED that transcripts shall be furnished within 45 days of having been ordered and paid for, unless, by written order, this Court authorizes an extension of the time to transcribe; and it is further,

ORDERED, that only transcripts prepared and certified by the Court's approved transcriptionists are deemed "official" and may be admitted as evidence.



AMY JANEL BRAGUNIER
Administrative Judge