

DAUPHIN COUNTY RULES OF JUDICIAL ADMINISTRATION
RULE 4009. FEES AND PROCEDURES.

(A) Costs:

- (1) The costs payable by a requesting party, other than the Commonwealth, a County or Court office or a subdivision thereof, for the preparation and filing of the original transcript shall be as follows:
 - (a) Ordinary transcript, \$2.50 per page for electronic format with a \$0.25 per sheet surcharge for paper copy filed in the filing office;
 - (b) Expedited transcript, \$3.50 per page for electronic format with a \$0.25 per sheet surcharge for paper copy filed in the filing office;
 - (c) Daily transcript, \$4.50 per page for electronic format with a \$0.25 per sheet surcharge for paper copy filed in the filing office;
 - (d) Same Day delivery, \$6.50 per page for electronic format with a \$0.25 per sheet surcharge for paper copy filed in the filing office.
- (2) Secure electronic feed which instantaneously delivers the translated unedited notes from the court reporter in the courtroom proceeding to an electronic device via Wi-Fi to the parties, \$1.00 per page.
- (3) A surcharge in cases such as mass tort, medical malpractice, or other unusually complex litigation where there is a need for the court reporter to significantly expand their dictionary, when permitted by the judge, \$1.00 per page.
- (4) If any party also requests a copy of the transcript, the cost for copies is as follows:
 - (a) Ordinary transcript, \$0.50 per page for electronic format with \$0.25 per sheet surcharge for paper copy when ordered;
 - (b) Expedited transcript, \$0.75 per page for electronic format with \$0.25 per sheet surcharge for paper copy when ordered;

(c) Daily transcript, \$1.00 per page for electronic format with a \$0.25 per sheet surcharge for paper copy when ordered;

(d) Same Day transcript, \$1.25 per page for electronic format with \$0.25 per sheet surcharge for paper copy when ordered.

(B) Alleged Inability to Pay:

(1) An Application to Waive Transcript Costs shall be filed in the appropriate filing office (Prothonotary, Clerk of Courts, Register of Wills/Clerk of the Orphans' Court and/or Domestic Relations) along with a Request for Transcript.

(2) Copies of the Application to Waive Transcript Costs and the Request for Transcript shall be provided to:

(a) The Court Administrator's Office;

(b) Opposing counsel or the opposing party if self-represented.

Forms are available at the Self-Help Center and posted at www.dauphincounty.gov/government/courts/self-help-center.

(C) Allocation of Costs among several ordering parties:

When more than one party is to receive a copy of a transcript, or is required to file the transcript, the cost of the original transcript filed in the filing office shall be divided equally among the parties, taking into account any waived costs. Each party receiving a copy of the transcript is subject to the copy rate.

(D) Copies of Transcripts Previously Filed in the Filing Office:

A request for a copy of any transcript previously ordered, transcribed, and filed of record shall be made by letter or email to the Court Administrator's Office and provided at \$0.50 per page for electronic format with a \$0.25 per sheet surcharge for a paper copy when ordered.