



Court Reporter Services

RATE SHEET

Standard Services Provided	Cost	Per
Print and bind Original and 1 Copy	.60	Page
Print and bind additional copies with complimentary word indexes	.40	Page
EXHIBITS: Straight copy	.15	Page
EXHIBITS: Hand-placement	.20	Page
EXHIBITS: Color copies	1.00	Page
EXHIBITS: Special Send-Out	Our Cost + 10%	
EXHIBITS: Binders with spine labels	12.00	Each
EXHIBITS: Numbered Tabs	.10	Each
Packaging and Shipping: Includes boxes, bubble wrap, postage for all letters and invoices, window envelope for original, personalized Orig. seals.	UPS charge + \$5.00 per shipment	
Print condensed with word index for each copy	.00	
E-mail ASCIIs and/or E-Transcripts® as requested	.00	
Print and mail letters to witnesses	.00	
Bill the job	.00	
Provide office space for local witness to review deposition	.00	
Provide condensed PDF for non-local witness to review	.00	
Send cc's of corrections submitted to attorneys present	.00	
Ship Original to noticing attorney after 30 days	.00	
Provide weekly and monthly reports	.00	
Archive job in ASCII format	.00	
Optional Services Provided	Cost	Per
Optional Binding	2.00	Transcript
Create ASCII, PDF or E-Transcript Diskette or CD	5.00	Disk/CD
Create E-Depo CD (+ .10/page to scan exhibits)	10.00	CD or DVD

BILLING POLICIES:

We will create an invoice for each job we process and will also send monthly statements of your account. Payment for services is due within 60 days.