

IN THE UNITED STATES DISTRICT COURT
FOR THE MIDDLE DISTRICT OF PENNSYLVANIA

IN RE:

TRANSCRIPT RATE INCREASE
AND TRANSCRIPT CATEGORY
NAME CHANGES

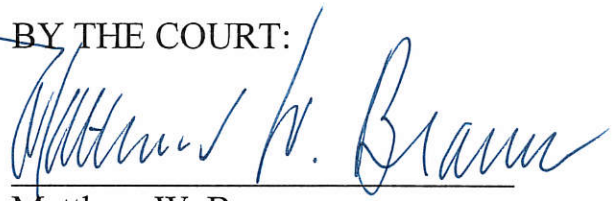
STANDING ORDER NO. 2023-16
(Supersedes Standing Order 18-01)

STANDING ORDER

The Court hereby adopts the transcript rate increases and transcript category name changes prescribed by the Judicial Conference of the United States in accordance with the memorandum of the Chief, Court Services Office of the Administrative Office of the United States Courts dated September 27, 2023.

Dated: October 1, 2023

BY THE COURT:

A handwritten signature in blue ink, appearing to read "Matthew W. Brann", is written over a horizontal line.

Matthew W. Brann
Chief United States District Judge



ADMINISTRATIVE OFFICE OF THE
UNITED STATES COURTS

LIBBY SMITH
Associate Director
Department of Program Services

WASHINGTON, D.C. 20544

JASON P. EDWARDS
Chief
Court Services Office

September 27, 2023

MEMORANDUM

To: Circuit Executives
Federal Public/Community Defenders
District Court Executives
Clerks, United States Courts Official
Court Reporters

From: Jason P. Edwards *Jason Edwards*
Chief

RE: TRANSCRIPT RATE INCREASE AND TRANSCRIPT CATEGORY NAME CHANGE
(ACTION REQUESTED)

I write to announce two court reporting changes effective October 1, 2023. Last year, at its September 2022 session, the Judicial Conference approved a significant increase to the maximum per page original and copy transcript fee rates. The increase of roughly 10 percent in each of the fiscal years 2024 and 2025, or approximately 20 percent overall, is aimed at keeping pace with inflation and helping courts recruit and retain qualified court reporters. Additional details and the fee rates can be found in the Increase to Per Page Transcript Fee Rates memo.

At its September 2023 session, the Judicial Conference approved modifying transcript category names to ensure clarity regarding delivery timing, which will help alleviate confusion concerning related costs and fees. The definitions did not change, and no categories were added. The following court reporting forms will be updated: AO 39, AO 40A, AO 44, AO 435, and CJA 24. Attached is a table of the new transcript category names.

I encourage courts to review and update their website and court reporting management plan, and to contact contracted transcription firms to ensure the proper transcript rates and category names are communicated.

A TRADITION OF SERVICE TO THE FEDERAL JUDICIARY
Transcript Category Names Effective October 1, 2023

Previous Transcript Category Name	New Transcript Category Name
Ordinary Transcript (30 day) A transcript to be delivered within thirty (30) calendar days after receipt of an order.	30-Day Transcript (Ordinary) A transcript to be delivered within thirty (30) calendar days after receipt of an order.
14-Day Transcript A transcript to be delivered within fourteen (14) calendar days after receipt of an order.	No Change
Expedited Transcript (7 day) A transcript to be delivered within seven (7) calendar days after receipt of an order.	7-Day Transcript (Expedited) A transcript to be delivered within seven (7) calendar days after receipt of an order.
3-Day Transcript A transcript to be delivered within three (3) calendar days after receipt of an order.	No Change
Daily Transcript A transcript to be delivered on the calendar day following receipt of the order (regardless of whether that calendar day is a weekend or holiday), prior to the normal opening hour of the clerk's office.	Next-Day Transcript (Daily) A transcript to be delivered on the calendar day following receipt of the order (regardless of whether that calendar day is a weekend or holiday), prior to the normal opening hour of the clerk's office.
Hourly Transcript A transcript of proceedings to be delivered within two (2) hours from receipt of the order.	2-Hour Transcript (Hourly) A transcript of proceedings to be delivered within two (2) hours from receipt of the order.
Realtime Transcript A draft unedited transcript produced by a certified realtime reporter as a byproduct of realtime to be delivered electronically during proceedings or immediately following receipt of the order.	No Change



HONORABLE ROSLYNN R. MAUSKOPF
Director

ADMINISTRATIVE OFFICE OF THE
UNITED STATES COURTS

LEE ANN BENNETT
Deputy Director

WASHINGTON, D.C. 20544

ELIZABETH A. SMITH
Associate Director
Department of Program Services

JASON P. EDWARDS
Chief
Court Services Office

November 15, 2022

MEMORANDUM

To: Circuit Executives
Federal Public/Community Defenders
District Court Executives
Clerks, United States Courts

From: Jason P. Edwards *Jason Edwards*

RE: INCREASE TO PER PAGE TRANSCRIPT FEE RATES
(IMPORTANT INFORMATION)

At its September 2022 session, the Judicial Conference approved a significant increase to the maximum per page original and copy transcript fee rates, effective October 1, 2023 (see attached chart). The increase of roughly 10 percent in each of the fiscal years 2024 and 2025, or roughly 20 percent overall, is aimed at keeping pace with inflation and helping courts recruit and retain qualified court reporters. The Guide to Judiciary Policy, Volume 6 (*Guide*), and transcript fee schedule on uscourts.gov will be updated to reflect these changes closer in time to their effective date.

Each court must adopt a schedule of per page transcript fees, subject to the maximum rates established by the Judicial Conference. Transcripts ordered prior to the court's adoption of a new fee schedule should be billed at the rates in effect at the time the order was placed with the court reporter.

Limited exceptions to exceed the maximum per page rate for original transcripts (not copies) have been approved in the past for courts in large metropolitan areas to enable them to remain competitive in their region. The September 2022 action of the Judicial Conference does not authorize courts that have received such exception to increase their rates beyond the new maximum rate. Any exceptions must continue to be approved through the process outlined in the *Guide*, Vol. 6, § 530.40.20.

Contact Marcella R. Lockert at 202-502-2701, or Josh Wiker at 202-502-2644, of the Court Services Office with questions about this or any court reporting-related matter.

Attachment

cc: All United States Judges
Official Court Reporters
CJA Panel Attorney District Representatives

**New Original and Copy Transcript Fee Rates
(Effective Fiscal Years 2024 and 2025)**

Original Transcript Rates

Transcript Types	Original Rate	Increased Rate Fiscal Year 2024	Increased Rate Fiscal Year 2025
Ordinary Transcript (30-day)	\$3.65	\$4.00	\$4.40
14-Day Transcript	\$4.25	\$4.70	\$5.10
Expedited Transcript (7-day)	\$4.85	\$5.35	\$5.85
3-Day Transcript	\$5.45	\$6.00	\$6.55
Daily Transcript	\$6.05	\$6.70	\$7.30
Hourly Transcript	\$7.25	\$8.00	\$8.70
Realtime Transcript	One feed, \$3.05 per page; two-to- four feeds, \$2.10 per page; five or more feeds, \$1.50 per page.	One Feed, \$3.40; two-to-four feeds, \$2.35; five or more feeds, \$1.65.	One Feed, \$3.70; two-to-four feeds, \$2.55; five or more feeds, \$1.80.

Copy Rates

Transcript Types	First Copy	Increased First Copy Fiscal Year 2024	Increased First Copy Fiscal Year 2025	Addt'l Copy	Increased Addt'l Copy Fiscal Year 2024	Increased Addt'l Copy Fiscal Year 2025
Ordinary Transcript (30-day)	\$.90	\$1.00	\$1.10	\$.60	\$.70	\$.75
14-Day Transcript	\$.90	\$1.00	\$1.10	\$.60	\$.70	\$.75
Expedited Transcript (7-day)	\$.90	\$1.00	\$1.10	\$.60	\$.70	\$.75
3-Day Transcript	\$1.05	\$1.20	\$1.30	\$.75	\$.85	\$.90
Daily Transcript	\$1.20	\$1.35	\$1.45	\$.90	\$1.00	\$1.10
Hourly Transcript	\$1.20	\$1.35	\$1.45	\$.90	\$1.00	\$1.10
Realtime Transcript	n/a	n/a	n/a	n/a	n/a	n/a