

Tennessee Board of Court Reporting

Administrative Office of the Courts
Nashville City Center, Suite 600
511 Union Street
Nashville, TN 37219
615/741-2687 or 800/448-7970
FAX 615/253-2922

Attach
PHOTOGRAPH
Approx 2x2 of head
and shoulders only
taken within the last
six months

APPLICATION FOR TENNESSEE COURT REPORTER LICENSE METHOD: GRANDFATHERING INVALID AFTER JULY 1, 2011

Name _____
(Last) (First) (Middle)

Residential Address: _____ City: _____ State _____ Zip _____

Business Address: _____ City: _____ State _____ Zip _____

Indicate address you wish to be published.

Home Phone: _____ Business Phone _____ Other: _____

County: _____ E-mail: _____

Social Security Number: _____ D.O.B: ___/___/___ (mm/dd/yyyy) () Male () Female

Are you an official court reporter employed full time by the State of Tennessee? ___ yes ___ no

Certified method of reporting: ___ Voice Writer ___ Machine Shorthand ___ Other _____

Circle all designations you hold:

TNCRA Designation: CCR
NCRA Designation: RPR RMR RDR CRR other _____
NVRA Designation: CVR CM RVR other _____
AAERT Designation: CER CET CERT

Qualifying Method:

I meet the requirement in the state of Tennessee by one of the following:

_____ **Work Experience:** I was employed in the field of Court Reporting on January 1, 2010. A Judge for whom I have worked as an official court reporter, or three (3) separate attorneys who have utilized my court reporting service, or two (2) separate attorneys and one (1) court reporting firm owner who have utilized my court reporting services, have signed an "Affidavit of Court Reporter Work Experience" form which is attached hereto.

_____ **Foreign State Licensure:** I am a licensed court reporter in the state of _____.
A copy of my license is attached hereto.

_____ **Credential:** I am a member in good standing with the Tennessee Court Reporters Association and hold the Certified Court Reporter designation from the TNCRA **or** hold the Registered Professional Reporter designation or higher from the NCRA, Certified Verbatim Reporter designation from the NVRA or the certified Electronic Court Reporter designation from the AAERT on July 1, 2009.
 Certification date: _____

COURT REPORTER WORK EXPERIENCE List in chronological order beginning with current. Attach separate sheet if additional space is needed.

Name and Address of Employer	Beginning/Ending Dates of Employment	Position Title	Phone (area code and number)

EDUCATION List highest level attained.

High School	City, State	Dates Attended	Graduation Date	Major
University/College	City, State	Dates Attended	Graduation Date	Major
Other/Court Reporting School	City, State	Dates Attended	Graduation Date	Major

LICENSES

State	License Type	Date of Issue	Status	
			Active	Inactive

DISCLOSURE If you answer "Yes" to any of the following, attached a separate sheet giving complete explanation, dates, locations & disposition.

Have you ever been disciplined or had your license revoked or suspended by any state license entity?
 Yes No

Are you currently under investigation by any state license entity or any court reporting association?
 Yes No

Have you ever been convicted of a crime (other than a minor traffic violation), felony or misdemeanor?
 Yes No

Affidavit of Applicant:

I authorize and request every person, community, governmental agency (local, state, Federal, or foreign), court, association, institution, or any other organization having control of any documents, records or other such information pertaining to me, to furnish to the Tennessee Board of Court Reporting any such documents and records regarding charges or complaints filed against me, formal or informal, pending or closed, or any other pertinent data and permit the Tennessee Board of Court Reporting, or any of its agents or representatives, to inspect and make copies of such documents, records and other information, in connection with this application, subsequent to practice thereunder.

I authorize and consent to have an investigation made as to my moral character, professional reputation and fitness to practice as a Court Reporter. I agree to give any further information that may be required in reference to my past record. I understand that I will not receive a copy of the report or know its contents and I further understand that the contents of the investigative report will be privileged unless determined otherwise by the Board or a Court Order.

I authorize and request the Tennessee Board of Court Reporting to obtain any criminal history information concerning me from any authorized law enforcement agency including but not limited to the Tennessee Bureau of Investigation (TBI), and the National Crime Information Center (NCIC).

I hereby release, discharge and exonerate the Tennessee Board of Court Reporting for any and all liability of every nature and kind arising out of the furnishing or inspections of such documents, records or other information or any investigation made by the Tennessee Board of Court Reporting as it relates to me or to this application.

I, _____, acknowledge and state that all of the information supplied in this application is true and correct to the best of my knowledge, that the photograph submitted herein is a true likeness of myself, and that I have read and am familiar with the Rules and Regulations pertaining to the licensure of Court Reporters in the State of Tennessee. I acknowledge that any false or untrue statements or representation made in this application may result in the denial or revocation of any license to practice court reporting granted to me and criminal prosecution to the fullest extent of the law.

Applicant's Signature

Date

Sworn to and subscribed before me this
____ day of _____, 2____.

Notary Public

My commission expires: _____

Seal

Your application will be processed within thirty (30) days of the date this application and any supporting documentation is received. Please send money order, cashier's check or personal check to:

Tennessee Board of Court Reporting
Administrative Office of the Courts
Nashville City Center, Suite 600
511 Union Street
Nashville, TN 37219

Application Fee \$50.00 (non refundable)
License Fee \$ 166.80 (prorated if less than 24 months)