

# REQUEST FOR PAYMENT FOR COURT APPEARANCE BY PER DIEM COURT REPORTER

**Administrative Office of the Courts**

Nashville City Center, Suite 600 • 511 Union Street, Nashville, TN 37219 • Phone (615) 741-2687 • Fax: (615) 532-9481

REPORTER NAME	
EDISON #	
ADDRESS	
CITY, STATE, ZIP CODE	COUNTY OF RESIDENCE
TELEPHONE NUMBER	

INVOICE NUMBER
CONTRACT#
JUDICIAL DISTRICT
COURT IN WHICH PROCEEDING HELD
OFFICIAL COURT REPORTER

Appearance Date	Location (COUNTY)	Total Number of Hours Worked in Court (do not include lunch period)	Hours Worked in Excess of 8 hours	Per Diem Fee	Fee for Additional Hours Worked (# hrs x \$25)	Mileage		
						TO	FROM	TOTAL MILES

Per Diem Fee                      Fee for Addt'l Hrs Worked                      Mileage Amount

<b>TOTALS</b>			
<b>GRAND TOTAL (add all totals together)</b>			

- The official court reporter named above was unavailable to be in court due to the following reason(s):  
 Sick Leave     Court-Approved Leave     Workload Relief     Other \_\_\_\_\_
- There is no official court reporter assigned to this court.
- I am the primary/designated court reporter for this court.

I certify that I was the per diem court reporter for this court for the date(s) reported above.

\_\_\_\_\_  
Signature of Court Reporter

\_\_\_\_\_  
Date

I certify that the per diem court reporter named above worked in my court on the reported date(s).

\_\_\_\_\_  
Signature of Judge

\_\_\_\_\_  
Date