

**CIRCUIT COURT FOR PRINCE GEORGE'S COUNTY, MARYLAND  
OFFICE OF THE COURT REPORTERS  
REQUEST FOR COPY OF CD OF COURT PROCEEDINGS**

**TO: SHERRY L. MEREDITH  
CHIEF COURT REPORTER  
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**CASE NAME** \_\_\_\_\_

**CASE NUMBER** \_\_\_\_\_ **JUDGE** \_\_\_\_\_ **COURTROOM NO.** \_\_\_\_\_

**HEARING DATES** \_\_\_\_\_

**REQUESTED BY** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

**TELEPHONE** (\_\_\_\_) \_\_\_\_\_ **FAX** (\_\_\_\_) \_\_\_\_\_

1. Once you receive the CD, you may use it only for your reference. You may not use the CD in court in place of a transcript.
2. Because of the regulations governing transcript preparation, you must order a transcript through the Office of the Court Reporters. This CD cannot be used to prepare a transcript.
3. Each hearing date will be recorded on a separate CD. The fee is \$20.00 for each CD. Make your check or money order payable to: Prince George's County.
4. Amount due \$ \_\_\_\_\_. (cash, money order or check)

**SIGNATURE** \_\_\_\_\_

**DATE** \_\_\_\_\_

\_\_\_\_\_ Call When Ready To Pick Up

\_\_\_\_\_ Please Mail CD

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**FOR OFFICE USE ONLY**

**DATE CALLED FOR PICK UP** \_\_\_\_\_

**DATE COPY OF CD PROVIDED** \_\_\_\_\_