Manilaha	REQUEST FOR TRANSCRIPT COST ESTIMATE			ATE	Estimate No.	
Manitoba Tra	Transcription Services Fax: 945-5751 e-mail: tsu@gov.mb.ca Phone: 945-0301 or 945-3026).Ca	Date of Inquiry	
PART 1: I am requesting an estimate of the cost of transcript(s) as noted below:						
Court Hearing Particulars						
Name of Accused or Title of Proce	eedings			Charge and/or o	court file number	
Date of Hearing(s) to be transcribe						
Before Justice/Judge/JJP		Courtroom	Place of court			
 Transcript (completed) Transcript (excerpt) Reasons for Judgm Reasons for Senter 	ent	Electronic Tra Word format Almost Paper of E-mail_ E-mail delivery is no	CD □ (ASCII) CD □	Reg Exp Prio	of Service: Jular (21 business days minimum) edited ** (7 business days) rity ** (3 business days)	
Specify if excerpt (also see	reverse for guideline on what is a	vailable as an excerpt)			Date Required:	
·						
SEE REVERSE SIDE FOR COURT OF APPEAL TRANSCRIPT REQUESTS						
Reason for Transcr Bail Application Trial Other (specify	ipt	Convicti		То	be heard in: Court of Appeal Queen's Bench Provincial Court	
Requested by: Dept. of Justice MB (specify Branch name) Legal Aid (Cert. #						
Name and/or Law Firm			Contact Person		Phone	
Address					Fax number	
	estor to acknowledge					
I confirm receipt of this estimate and acknowledge my financial obligation related to this request that transcripts now be produced: (See reverse for working details of estimate) I understand the actual pages of transcript may exceed those estimated and that should this occur, I will be contacted with a revised estimate. If I then decide not to proceed further with the transcript, I am to receive as many pages of transcript as have been prepared until the deposit paid has been equalled.						
1. Estimated cost of the requested transcripts is <u></u> plus GST of <u></u> for a total of <u></u>						
2. Estimated transcript cost to be paid by certified cheque(s) or money order(s), payable to the Contractor named herein,						
 (a) before transcript production commences, or (b) at the time transcripts are picked up at TSU. For payments not received within 30 days of notification of completion, Interest will accrue at the rate of 1.5% per month (19.56% per annum) 3. Transcript will be picked up within 30 days of notification of completion. 4. Cancellation of the transcript order is required in writing. 5. Cost of any portion of the transcript produced prior to cancellation is the responsibility of the requestor. 						
Date	Requestor's Signature					
** All Reasons for Judgment and/or Sentence must be reviewed by the presiding Judge prior to release; therefore, Transcription Services Unit cannot guarantee provision within the requested timeline. If this should occur, payment at the page rate for the requested service is your responsibility as the contractor will have provided the service within the timeline normally guaranteed.						
DEPOSIT RECEIVED FOR REGULAR / EXPEDITED / PRIORITY SERVICE \$DATEREC'D BY						
(Acknowledgement of Receipt of transcript Date)						

TRANSCRIPT REQUIREMENTS FOR THE COURT OF APPEAL

REASON FOR TRANSCRIPT: ORDERED BY THE APPELLANT/APPLICANT THE RESPONDENT

CRIMINAL	CIVIL & OTHER DIVISIONS	TYPE OF SERVICE REGULAR (21 business days) EXPEDITED (7 business days) PRIORITY (3 business days)	
CONVICTION & SENTENCE Complete transcript CONVICTION ONLY	ORDER JUDGMENT DECISION OTHER	PAPER TRANSCRIPT	
Transcript of evidence & proceedings Including reasons for conviction	Complete Transcript		
SENTENCE ONLY *3 <u>paper copies</u> required for the Court Following a guilty plea Submissions & reasons Following a trial	☐ NO ORAL EVIDENCE Reasons for decision only *3 paper copies required for the Court	☐ 1 COPY FOR THE COURT (CHAMBERS APPLICATIONS)	
Reasons for conviction, submissions & reasons for sentence	OTHER: Explain:	3 COPIES FOR THE COURT	
DECISION/ORDER Reasons Only – * 3 paper copies required for the Court	Lapiani	□ 1 COPY FOR RESPONDENT	
☐Young Offender Transfer Hearing Complete Transcript			
OTHER Explain:		·	
MOTIONS BEFORE (1 COPY REQUIR	ELECTRONIC TRANSCRIPT REQUIRED		
DATE MOTION WILL BE HEARD:	-	1 PAPER COPY FOR THE COURT	
LEAVE TO APPEAL (CRIMINAL) Summary Conviction Appeals Reasons from QB & Provincial Judges ONLY	LEAVE TO APPEAL (CIVIL) i.e. small claims - Reasons for Decision from QB judge ONLY	☐ 3 ½" disc ☐ CD ☐ Word Format	
BAIL APPLICATION	Motion to extend time to file an appeal Reasons for Decision ONLY	ASCII Format	
Reasons for Decision ONLY	Motion to stay an order pending the hearing of an appeal Reasons for Decisions ONLY	E-mail	
Reasons for Decision on conviction and Reasons for Decision on sentence	OTHER Explain:	address	

Estimate delivered by phone / mail / e-mail

[Date] ______

[Estimate provided by]_____