



**REQUEST FOR TRANSCRIPTS
FROM A MAGISTRATE JUDICIAL PROCEEDING**

Owyhee County Clerk's Office

30-Day Transcription Rate: \$3.25 per page 7-Day Transcription Rate: \$4.25 per page

Photo ID is required on Sealed Cases/Confidential Proceedings

Date & Time Submitted: _____ Requester's Name: _____

Requester's Signature: _____

Mailing Address: _____ Telephone: _____

Email: _____

Preferred Delivery Method (please circle): Email / Pick-Up / Mail (additional postage fees apply)

Preferred Transcript Formal: Electronic / Print

Requested Completion Time After Payment of Estimated Cost: 30-Day / 7-Day

Case Number(s): _____

Case Names(s): _____

Type(s) of Hearings: _____

Hearing Date(s): _____

If the request is for sealed/confidential proceedings, it requires a judge's review and approval prior to the estimated costs being calculated. The Estimated cost of the transcript will be sent to you by the specific delivery method. Upon payment of the estimated fees, preparation of the transcript will commence. Once the transcript is completed, any outstanding balance owed must be paid in full before the document will be released.

If you have any questions, please contact the court at: (208) 495-2806.

Office Use Only Below Line – Action Taken By Custodian Judge (If Applicable)

Request for Transcripts Granted: _____

Request for Transcripts Denied: _____

Judge's Comments: _____

Dated: _____

Judge

Processing Clerk _____

Fees: Estimated Costs _____ Paid On _____

Date Sent to Judge _____

Balance Owed _____ Paid On _____

Date Returned from Judge _____