

# IN THE SUPREME COURT OF THE VIRGIN ISLANDS

Case Title \_\_\_\_\_  
 Supreme Court Docket No. \_\_\_\_\_  
 Superior Court Docket No. \_\_\_\_\_

This form is available for download at our website at as a fillable PDF form. If you are e-filing this document, please fill out the electronic version of this form and sign it with your electronic signature

## TRANSCRIPT PURCHASE ORDER: PART I

I, \_\_\_\_\_ hereby notify the Clerk of the Supreme Court the Clerk of the Superior Court and all other parties to this action that, for the purposes of the above-referenced Supreme Court case, I am:

**ORDERING TRANSCRIPTS.**

I request that the Court Reporters identified below prepare transcripts of the courtroom proceedings listed below:

**NOT ORDERING TRANSCRIPTS** because (check only one)

- there were no courtroom proceedings.
- no transcripts of the courtroom proceedings are necessary.
- all necessary transcripts are on file in the Superior Court.

Req. No.	Trial/Hearing (specify exact dates)	Court Reporter Name(s)	Special Requests (if any)
1.	_____ _____ _____		<input type="checkbox"/> Voir dire <span style="float: right;"><input type="checkbox"/> Jury Instructions</span> <input type="checkbox"/> Opening Statement of Plaintiff <span style="float: right;"><input type="checkbox"/> Defendant</span> <input type="checkbox"/> Closing Argument of Plaintiff <span style="float: right;"><input type="checkbox"/> Defendant</span> <input type="checkbox"/> Other _____
2.	_____ _____ _____		<input type="checkbox"/> Voir dire <span style="float: right;"><input type="checkbox"/> Jury Instructions</span> <input type="checkbox"/> Opening Statement of Plaintiff <span style="float: right;"><input type="checkbox"/> Defendant</span> <input type="checkbox"/> Closing Argument of Plaintiff <span style="float: right;"><input type="checkbox"/> Defendant</span> <input type="checkbox"/> Other _____
3.	_____ _____ _____		<input type="checkbox"/> Voir dire <span style="float: right;"><input type="checkbox"/> Jury Instructions</span> <input type="checkbox"/> Opening Statement of Plaintiff <span style="float: right;"><input type="checkbox"/> Defendant</span> <input type="checkbox"/> Closing Argument of Plaintiff <span style="float: right;"><input type="checkbox"/> Defendant</span> <input type="checkbox"/> Other _____

[If the given space is insufficient please attach additional sheets]

**Payment method for transcripts:**     Private Funds     In Forma Pauperis <sup>1</sup>     Other \_\_\_\_\_

### CERTIFICATION

I have reviewed Supreme Court Rules 10 through 11 and certify that the above constitutes the totality of the transcripts necessary for the Supreme Court to consider this matter. I acknowledge that, pursuant to Supreme Court Rule 10(b)(1), I am financially responsible for any unnecessary expense that results from an ambiguous request on this form. I further acknowledge that my failure to order all necessary transcripts or to timely pay for the transcripts I have ordered may result in imposition of sanctions by the Supreme Court. **I certify that all of the information above is correct and that I have electronically or conventionally served, as the case may be, this TPO on all other parties to the Supreme Court case, and that I have conventionally served the Court Reporters listed above (if any).**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Print Name: \_\_\_\_\_

Counsel for: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

<sup>1</sup>All parties proceeding In Forma Pauperis must also file a separate Voucher for Payment of Transcript form for each court reporter listed above. The Voucher is available on our website as a fillable PDF form. Court-appointed counsel must also attach the Order of Appointment.