



New Jersey Judiciary

## Request for Audio or Video Records of Remote Proceedings During COVID-19 Crisis

**DISCLAIMER: Recordings may NOT be shared and may NOT be used to produce official transcripts.  
They are for reference only.**

1. Fill out all the information on this form. Incomplete or inaccurate case information may delay your request. For help with case information, please contact the court office. Once completed, email the form to the local transcript office.
2. Select the type of recording.
  - Video file** (available for 7 days after the event). You will receive an email with a password to view (not download) a video file of the recorded court event. No charge.
  - Audio file – no CD**. You will receive an email with a password to listen to an audio recording of the court event. No charge.
  - Audio file on CD**. There is a \$10.00 fee for audio files on CD. Contact the county transcript office at the email below if you wish to request and pay for an audio CD.

### Requesting Party

Name	Date	
Address: Street		
City	State	Zip Code
Email Address		
Requestor's Connection to the Case		
<input type="checkbox"/> Plaintiff <input type="checkbox"/> Defendant <input type="checkbox"/> Plaintiff's Attorney <input type="checkbox"/> Defendant's Attorney <input type="checkbox"/> Victim <input type="checkbox"/> Other _____		

### Case Information

Case Name (Plaintiff v. Defendant)	Trial Court Docket Number / Indictment Number	
Date(s) of Proceeding	Type of Proceeding (e.g. trial, sentencing, motion, etc.)	Name of Judge
Any special instructions		

### Transcript Office

Select County: - Select County or Area -	Transcript Office Email:
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### For Court Staff Use Only

Processed By: _____	Date: _____
Notes: _____	