

ATTENDANCE AND TRANSCRIPTS OF UNITED STATES COURT REPORTERS

1. NAME OF REPORTER *		2. EMPLOYEE ID *		3. YEAR * <input type="text"/>		QUARTER ENDED * <input type="text"/>			
4. DISTRICT *		5. OFFICIAL DUTY STATION			6. 40-HOUR TOUR OF DUTY <input type="radio"/> Yes <input type="radio"/> No				
7. TIME SPENT RECORDING COURT PROCEEDINGS (All days and hours should be rounded up to the next whole number.)		7a. PLACE (CITY) OF ATTENDANCE					7b. NUMBER OF DAYS		
		<input type="text"/>					<input type="text"/>		
		<input type="text"/>					<input type="text"/>		
		<input type="text"/>					<input type="text"/>		
		<input type="text"/>					<input type="text"/>		
		7c. TOTAL RECORDING DAYS					<input type="text"/>		
		RECORDING BEFORE		NUMBER OF HOURS					
				7d. OFFICIAL REPORTER		7e. SUBSTITUTE REPORTERS		7f. SUB TOTAL	
JUDGES				<input type="text"/>		<input type="text"/>			
MAGISTRATE JUDGES				<input type="text"/>		<input type="text"/>			
OTHER (SPECIFY)				<input type="text"/>		<input type="text"/>			
		7g. TOTAL RECORDING HOURS					<input type="text"/>		
8. TOTAL ADMINISTRATIVE HOURS:		9. TOTAL TRANSCRIPT PREPARATION HOURS:			10. TOTAL TRAVEL HOURS:				
11. TRANSCRIPTS OF OFFICIAL PROCEEDINGS (Requested by the parties. Include transcripts of proceedings recorded by substitute reporters employed by the court reporter.) * Including Habeas Corpus and Section 2255 proceedings ** Do not include the free copy provided to the clerk of court as required by law. ***REALTIME (Do not include realtime transcripts produced by non-certified realtime reporter. Report this data in block 12.c)		CATEGORIES		NUMBER OF PAGES					
				CIVIL CASES		CRIMINAL CASES*			
				11a. ORIGINALS	11b. COPIES**	11c. ORIGINALS	11d. COPIES**		
		ORDINARY		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		
		14 DAY		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		
		EXPEDITED		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		
		DAILY		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		
		HOURLY		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		
		11e. TOTAL PAGES		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		
		REALTIME US ATTORNEY***		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		
		REALTIME CJA: FORM 24 or FEDERAL DEFENDER ***		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		
		REALTIME OTHER PARTIES ***		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		
		11f. TOTAL REAL TIME PAGES		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>		
11g. CERTIFIED TRANSCRIPT PAGES OF REALTIME		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>				
12. TRANSCRIPTS TO THE COURT WITHOUT CHARGE		12a. Certified transcripts of arraignments, pleas and sentences in criminal court - number of original pages					<input type="text"/>		
		12b. Certified transcripts requested by a judge or other judicial officer - number of original pages.					<input type="text"/>		
		12c. Realtime pages provided to court (non-certified & certified)					<input type="text"/>		

AO 40A (Rev. 2/2012) 13. BACKLOG	13 a&b. Estimated number of pages of transcription on order more than 30 days, but not transcribed and delivered as of the end of the quarter.	13a. CIVIL	13c. DATE
	13 c&d. Include dates of the oldest unfilled orders.	13b. CRIMINAL	13d. DATE
CERTIFICATION BY COURT REPORTER: By signing this form, I certify under penalty of perjury pursuant to 28 U.S.C. § 1746 that the foregoing is true and correct.	14. SIGNATURE		15. DATE
REVIEW BY COURT OFFICIAL Individual reviewing this form should sign in the space provided.	16. SIGNATURE		17. DATE

(All previous editions of this form are cancelled and should be destroyed.)

<p>For Official Use Only</p> <p>Court Official Comments Only</p> <div style="border: 1px solid black; height: 100px; width: 100%;"></div>	<p><input type="checkbox"/> Reject AO40A Form</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
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