

Form B
TRANSCRIPT REQUEST-MUNICIPAL COURT

Name of Municipal Court:

Title of Action: _____ v. _____

Name of Municipal Court Judge:

Name of County:

Date(s) of Hearing(s):

**COMPLETE THIS SECTION ONLY IF YOU ARE FILING AN
APPEAL OF A MUNICIPAL COURT JUDGMENT**

To file a Municipal Court appeal you must order and pay in advance for a minimum of two (2) copies of your court case transcript. The Municipal Court Administrator will file the original copy of the transcript with the Criminal Division Manager at the Superior Court and a certified copy with the Prosecuting Attorney. You may also order one or more copies of the transcript for yourself if you choose, at an additional charge.

Number of transcripts requested:

_____ 1 Copy for the Criminal Division Manager at the Superior Court (**required**)
_____ Copy or copies for the Prosecuting Attorney or Attorneys (a minimum of one is**required**)
_____ Additional copies (**optional**)

_____ **Total Copies Ordered**

Your name:

Address:

Telephone #: () -

I agree to pay for the preparation and all copies ordered of the transcript.

(Your Signature)

(Date)

(Type or Print your name)

New Jersey Court Rule 3:23-8(a) requires that when an appeal is filed, the original transcript must be filed with the Criminal Division Manager at the Superior Court and a certified copy with the Prosecuting Attorney.

Note: Before you send or deliver the *Transcript Request-Municipal Court* form to the court, please call the court to get from them 1) the estimated cost of the transcript and 2) who the check should be written to.

Amount of Deposit: \$ _____
(Court Use Only)