

JD-ES-301 New 2-14

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1. Fill out Section 1 in its entirety.
2. Fill out Section 2, giving page number(s) and line number(s) of transcript containing error(s), how the line of the transcript currently reads, and how the line of the transcript should read.
3. Give one copy of the completed Transcript Correction Sheet to the Official Court Reporter and keep one copy for your files.
4. Send one copy of the completed Transcript Correction Sheet attached to one copy of the corrected transcript to all recipients of the original transcript. The title page of the corrected transcript should be marked "Corrected Version," and there should be a second certification page with the date the corrected transcript was completed.

Docket number	Name of case	
Hearing date of transcript	Date original transcript was certified	Judicial District case was heard
Name of Judge		

[illegible]

Court Reporter/Court Monitor's name <i>(Print)</i>	Signature	Date
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