



Transcription Order Form NT Supreme Court - Civil

Submission of Form		Contact Details
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Matter Confirmation			
Name of proceedings			
Applicant			
Judge		File number	
Location		Court number	
Sitting time(s) & date(s)			

Details of Proceedings			
Jurisdiction	<input type="checkbox"/> Plea/Submissions	<input type="checkbox"/> Sentence	<input type="checkbox"/> Trial <input type="checkbox"/> Other
Portion required	<input type="checkbox"/> All	<input type="checkbox"/> Evidence only	<input type="checkbox"/> Decision <input type="checkbox"/> Other
Other details			
Running trial	Is this a running trial? <input type="checkbox"/> Yes <input type="checkbox"/> No		

Transcription Service		
Delivery	<input type="checkbox"/> Email <input type="checkbox"/> Hard copy (collect)	\$15 / page

Invoice Details			
Company name			
Contact name		Reference to be quoted on invoice	
Contact number		Fax number	
Email			
Postal address		Postcode	

Terms & Conditions		
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		I have read and accept Epiq Australia's Terms & Conditions of business <input type="checkbox"/>
Print name	Signature	Date

For office use only						
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Name		Signature		Date		
Date of proceedings	Page No.	Total Pages	Cost per Page	GST pp	Date supplied	Debit note required