

**UNITED STATES BANKRUPTCY COURT
DISTRICT OF NEVADA**

**Frequently Asked Questions (FAQs) re: Transcript Policy
Effective February 17, 2009**

1. Q. Will anyone be able to obtain a copy of the transcript during the initial 90 calendar day period after the certified transcript copy has been filed with the clerk's office?

A. Yes, any counsel, party, or member of the public wanting a copy of a transcript during the 90 calendar day period will be able to purchase a copy from the court reporter or transcriber at the rate established by the Judicial Conference.

2. Q. Will counsel, a party, or the public be able to review the transcript during the 90 calendar day period?

A. Yes, the transcript on the CM/ECF system will be available for review and inspection at the court's public terminal during the 90 calendar day period. However, the clerk's office will not provide copies to counsel, a party or the public during the 90 calendar day period, but rather will refer anyone who wants a copy to the transcriber.

In addition, an attorney in a case who has received a transcript from the court reporter or transcriber will be given access to the transcript through the CM/ECF system. Counsel of record in a case who has not purchased a copy of the transcript from the court reporter or transcriber will not have access to the transcript through CM/ECF until they purchase it from the court reporter or transcriber or until the 90 calendar day period has expired.

3. Q. Once the certified copy of the transcript is filed with the clerk's office, may court reporters or transcribers sell copies to other parties requesting transcripts?

A. Yes, nothing in the new policies restrict counsel, parties, or the public from requesting copies of a transcript from a court reporter or transcriber during or after the 90 calendar day period.

4. Q. How will a court reporter or transcriber know when to redact a transcript?

A. Any transcript redaction request **must** be requested by a party in the case by filing a *Request for Redaction* with the court **and** submitting the request on the transcript company **within 21 calendar days** of the initial filing of the transcript with the clerk's office. The *Request for Redaction* must specify the personal data identifiers to be redacted, noting the page and line numbers where the redaction is required. (A sample form is available on our website at www.nvb.uscourts.gov)

5. Q. What are the personal identifiers that a party may request to be redacted?
- A. The redaction of the following personal identifiers should be requested from counsel:
- ▶ Social Security or Taxpayer Identification numbers redacted to the last four (4) digits;
 - ▶ Financial account numbers redacted to the last four (4) digits;
 - ▶ Dates of birth redacted to the year; and
 - ▶ Names of minor children redacted to initials.
6. Q. May parties move to redact other information in a transcript other than the specified identifiers?
- A. Yes. While court reporters or transcribers are authorized to redact the specific personal identifiers noted in number 5 above, counsel may move the court by separate motion. A ruling from the court is required before other information in the transcript may be redacted.
7. Q. When a court reporter or transcriber electronically files a certified copy of the transcript with the clerk's office, they also send the transcript to the ordering party. If a transcript is requested to be redacted, the court reporter or transcriber sends the redacted copy of the transcript to the clerk's office for filing. Does the court reporter or transcriber also send a redacted copy to the ordering party as well?
- A. There is no requirement to send a copy of the redacted transcript to the party who originally ordered the transcript. The redacted transcript only needs to be sent to the clerk's office following the same procedure that was used to deliver the original transcript.
8. Q. Is there a fee that the court reporter or transcriber can charge for making the redactions?
- A. No. The Judicial Conference has not authorized an additional fee for providing redacted transcripts for the court's electronic records.
9. Q. Will all transcripts filed with the clerk's office be available electronically?
- A. If a transcript is redacted, the original unredacted transcript will not be available electronically. The redacted version of the transcript will be available after the 90 day restriction period has ended.