

**SUPERIOR COURT OF CALIFORNIA, COUNTY OF RIVERSIDE**

- BLYTHE** 265 N. Broadway, Blythe, CA 92225
- INDIO** 46-200 Oasis Street, Indio, CA 92201
- MENIFEE** 27401 Menifee Center Dr., Menifee, CA 92584
- MURRIETA** 30755-D Auld Rd., Ste. 1226, Murrieta, CA 92563

- PALM SPRINGS** 3255 Tahquitz Canyon Way, Palm Springs, CA 92262
- RIVERSIDE** – Family Law 4175 Main Street, Riverside, CA 92501
- RIVERSIDE** – Historic Courthouse 4050 Main St., Riverside, CA 92501

**RI-RE003**

ATTORNEY OR PARTY WITHOUT ATTORNEY ( <i>Name, State Bar Number and Address</i> )   TELEPHONE NO: _____ FAX NO. ( <i>Optional</i> ): _____ E-MAIL ADDRESS ( <i>Optional</i> ): _____ ATTORNEY FOR ( <i>Name</i> ): _____		FOR COURT USE ONLY
PLAINTIFF/PETITIONER:  DEFENDANT/RESPONDENT:		CASE NUMBER: _____
Hearing Date: _____	Time: _____	Department: _____

**ORDER APPOINTING COURT APPROVED REPORTER AS OFFICIAL REPORTER PRO TEMPORE**

**1. Reporter Information**

Name: \_\_\_\_\_ License No.: \_\_\_\_\_  
 Business Address: \_\_\_\_\_ Telephone: \_\_\_\_\_  
 \_\_\_\_\_ Email: \_\_\_\_\_

**2. Court Reporter Agreement**

By signing this agreement, and accepting this appointment as an official Court Reporter Pro Tempore in this matter, the Reporter confirms and agrees: (1) I have a valid, current California Certified Shorthand Reporter (CSR) License; (2) I am in good standing with the Court Reporters Board of California; (3) I am not currently a Riverside County Superior Court Employee; (4) I will comply with the court's requirements regarding electronic archiving of notes within 48 hours of the date of the proceedings; (5) I will maintain current contact information with the court; (6) I will transcribe and prepare in proper form all requested transcripts, including appeals, in a timely manner; (7) I will follow directions from the court, and be subject to the jurisdiction of the court, to the same extent as an official reporter; (8) I will inform the court and parties prior to the use of an audio recording device (9) I will be available for read-back of notes within 30 minutes of the court's request; (10) I will provide realtime reporting upon stipulation and request, and in conformity with applicable department rules. This includes the ability and responsibility for providing and configuring cables. I am responsible for providing cable connection; (11) I will appear in person; (12) All fees for reporting services, including appearance, transcript, and realtime fees are the responsibility of the party(ies) who arranged for my services and may not be charged to the court; (13) I will demonstrate the highest standards of ethics and impartiality in the performance of my duties.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

PLAINTIFF/PETITIONER:	CASE NUMBER:
DEFENDANT/RESPONDENT:	

This form shall be completed and submitted to the court at least 5 days prior to the hearing.

**ORDER APPOINTING COURT REPORTER PRO TEMPORE**

Pursuant to Government Code sections 68086, 70044, and California Rule of Court 2.956, the above identified Certified Shorthand Reporter is appointed as an official Court Reporter Pro Tempore in these proceedings, and is ordered to comply with the terms of the court Reporter Agreement set forth above. Any party who orders proceedings transcribed by the official Court Reporter Pro Tempore may be ordered to lodge a copy of the transcript with the Court.

Realtime reporting ordered. The party requesting the reporter shall bear the cost.

Date: \_\_\_\_\_

\_\_\_\_\_  
(JUDICIAL OFFICER OF THE SUPERIOR COURT)