

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

- BLYTHE** 265 N. Broadway, Blythe, CA 92225
- CORONA** 505 S. Buena Vista Ave. #201, Corona, CA 92282
- 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

- MORENO VALLEY** 13800 Heacock St., Bld. D #201, Moreno Valley, CA
- 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-RE005**

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

**STIPULATION AND ORDER APPROVING OFFICIAL COURT REPORTER PRO TEMPORE**

1. All reporters who are not on the Court-Approved List of Official Reporters Pro Tempore must complete this stipulation in advance of the proceedings. Stipulations must be filed with the court at least 5 days prior to the hearing. The official court reporter pro tempore may sign the form on the day of the hearing.

**2. Reporter Information**

Name: \_\_\_\_\_

License No.: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ CAT Software: \_\_\_\_\_

Business Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

\_\_\_\_\_ Email: \_\_\_\_\_

**3. Constitutional Oath of Office**

I, \_\_\_\_\_, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance of the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties which I am about to enter.

**4. Realtime**

It is the court's expectation that appointed reporters will provide realtime reporting to the court upon request, and in conformity with applicable department rules. Use of realtime improves the court's ability to respond to counsels' questions, keep track of evidentiary and other rulings, and address jury questions, if any. The court presumes the parties approve the use of realtime absent their affirmative statement or court order stating otherwise. The parties request realtime reporting.  The parties decline realtime reporting.

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**5. Continuances**

If the Court issues an order approving appointment of an Official Court Reporter Pro Tempore for a specific hearing and the hearing is subsequently continued, the approved reporter may appear and report at the continued hearing without the need for a further order.

**6. 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; (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: \_\_\_\_\_

**ORDER APPOINTING COURT REPORTER PRO TEMPORE**

Pursuant to Government Code sections 68086, 70044, and California Rules of Court, rule 2.956, and the stipulation of the appearing parties set forth on the pages following this order, 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)

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**Stipulation of the Appearing Parties**

The parties or their counsel appearing in this matter hereby stipulate to the Court appointing an official Court reporter pro tempore as set forth in the Order and Agreement herein.

|             |                  |                     |
|-------------|------------------|---------------------|
| Date: _____ | Name: _____      | Attorney for: _____ |
|             | Signature: _____ |                     |
| Date: _____ | Name: _____      | Attorney for: _____ |
|             | Signature: _____ |                     |
| Date: _____ | Name: _____      | Attorney for: _____ |
|             | Signature: _____ |                     |
| Date: _____ | Name: _____      | Attorney for: _____ |
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| Date: _____ | Name: _____      | Attorney for: _____ |
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| Date: _____ | Name: _____      | Attorney for: _____ |
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| Date: _____ | Name: _____      | Attorney for: _____ |
|             | Signature: _____ |                     |
| Date: _____ | Name: _____      | Attorney for: _____ |
|             | Signature: _____ |                     |
| Date: _____ | Name: _____      | Attorney for: _____ |
|             | Signature: _____ |                     |

Additional stipulations are attached to this document.