

NOTICE OF TRANSCRIPT ORDER

Part I - To be completed by APPELLANT within ten (10) days of filing of the notice of appeal.

Case Caption: _____

District: _____ Bankruptcy Case No.: _____ Adv. No.: _____

Name of Attorney: _____ Name of Law Firm: _____

Address of Firm: _____

Telephone of Firm: _____ Attorneys for: _____

Name of Court Reporter: _____ Court Reporter Phone: _____

Part II - Section A or Section B to be completed by APPELLANT.

Section A - I have not ordered a transcript because:

- ___ A transcript is not necessary for this appeal, or
- ___ The transcript necessary is already on file in the Bankruptcy Court

Section B - I have ordered a transcript (Specify the date and description of the proceeding in the space below).

* PAYMENT *

Appellant will make payment for cost of the transcript through private funds.

NOTE: The court reporter must file the original transcript in the U.S. Bankruptcy Court. If counsel is ordering copies for private use, state the number of copies desired and the delivery address.

Number of copies: _____ Address: _____

* CERTIFICATE OF COMPLIANCE *

The attorney/appellant hereby certifies that copies of this Notice of Transcript Order have been served upon the court reporter, the Clerk of the U.S. Bankruptcy Court, and all counsel of record, or pro se appellee. I further certify that satisfactory arrangements for payment of any cost of transcripts ordered have been made with the court reporter.

Signature of Attorney: _____ Date: _____

CERTIFICATE OF ESTIMATED COMPLETION

Part III - To be completed by the Court Reporter.

When completed, please file one copy in the U.S. Bankruptcy Court.

Date order received: _____ Estimated completion date: _____

Estimated number of pages: _____

The court reporter certifies that satisfactory arrangements for payment of any cost of transcripts ordered have been made.

Signature of Court Reporter: _____ Date: _____

* DIRECTIONS FOR USING THE FORM *

This order form requires multiple distribution, service, and filing. The responsibilities of each party are described below:

1. APPELLANT

Appellant or his counsel must complete Part I and Part II of the Notice of Transcript Order Form. Upon completion, the appellant must serve a copy upon:

- a. The Clerk of the U.S. Bankruptcy Court
- b. Parties
- c. The court reporter, if a transcript is ordered.

Note: If a transcript is ordered, the appellant must obtain execution of the form by the court reporter(s) who recorded the proceedings, to insure timely filing of the transcript pursuant to Local Rule 28 of the U.S. District Court, Western District of Oklahoma. Within the same 10 day period, satisfactory arrangements must be made for payment of the costs of the transcript.

2. COURT REPORTER

Upon receipt of the completed Notice of Transcript Order from the appellant, and after satisfactory financial arrangements have been made for paying the cost of producing the transcript, complete Part III of the Notice and transmit the completed and signed Notice of Transcript Order to the Clerk of the Bankruptcy Court.