

RULE 11-1 | DUTIES OF COURT REPORTERS; EXTENSIONS OF TIME

In each case in which a transcript is ordered, the court reporter shall furnish the following information on a form prescribed by the clerk of this court:

- (a) acknowledge that the reporter has received the order for the transcript and the date of the order;
- (b) state whether adequate financial arrangements have been made under CJA or otherwise;
- (c) state the number of trial or hearing days involved in the transcript and an estimate of the number of pages;
- (d) give the estimated date on which the transcript is to be completed.

The court reporter shall notify the ordering party and the clerk of this court at the time that ordered transcripts are filed in the district court. A court reporter who requests an extension of time for filing the transcript beyond the 30 day period fixed by FRAP 11(b) shall file a written application with the clerk of the court of appeals on a form provided by the clerk of this court and shall specify in detail the amount of work that has been accomplished on the transcript, list all outstanding transcripts due to this and other courts and the due date for filing each and set forth the reasons which make an extension of time for filing the transcript appropriate. The court reporter shall certify that the court reporter has sent a copy of the application to both the Chief District Judge of that district, to the district judge who tried the case, and to all counsel of record. In some cases this court may require written approval of the request by the appropriate district judge. The clerk of the court of appeals shall also send a copy of the clerk's action on the application to both the appropriate Chief District Judge and the district judge. If the court reporter files the transcript beyond the 30 day period fixed by FRAP 11(b) without having obtained an extension of time to do so, the clerk of the court of appeals shall so notify the appropriate Chief District Judge as well as the district judge.

