



HQ: 1821 Jefferson Place, NW
 3rd Floor
 Washington, DC 20036
 202.857.3376
 202.857.8577 (fax)
 www.capitalreportingcompany.com

REPORTER:
 JOB #:

Pg of

JOB INFO:		JOB TYPE:	
CASE CAPTION:		HEARING: <input type="checkbox"/>	
JOB LOCATION:		MEETING: <input type="checkbox"/>	
COURT/VENUE:		ARBITRATION: <input type="checkbox"/>	
		TRANSCRIPTION: <input type="checkbox"/>	
Job Date:		Turned In:	
Scheduled Start Time:		Actual Start Time:	
APPEARANCE FEE: <input type="checkbox"/> = \$		NIGHT PGS (After 5:30): <input type="checkbox"/> pgs	
VIDEO DEPOSITION: <input type="checkbox"/>		INTERPRETER: <input type="checkbox"/>	
		Due Date:	
		Actual End Time:	
		WAIT TIME (After 1 hr): <input type="checkbox"/> hr(s)	
		NOT TRANSCRIBED: <input type="checkbox"/> hr(s)	
DEPOSITION OF: *If more than 3 deponents/firms or a Round Robin deposition, please attach an additional worksheet			
1.	PGS:	XBTS: Retained <input type="checkbox"/>	None <input type="checkbox"/> Attached <input type="checkbox"/> Total #:
2.	PGS:	XBTS: Retained <input type="checkbox"/>	None <input type="checkbox"/> Attached <input type="checkbox"/> Total #:
3.	PGS:	XBTS: Retained <input type="checkbox"/>	None <input type="checkbox"/> Attached <input type="checkbox"/> Total #:
READ & SIGN: NO <input type="checkbox"/> YES <input type="checkbox"/> → Send ltr to:			Xbts Sent On: / /
ADDITIONAL COMMENTS:			
APPEARANCES OF COUNSEL:		REQUESTING:	DELIVERY:
TAKING ATTY:		O+1 <input type="checkbox"/>	REGULAR <input type="checkbox"/>
FIRM:		FULL <input type="checkbox"/>	7 DAY <input type="checkbox"/>
ADDRESS:		MINI <input type="checkbox"/>	5-6 DAY <input type="checkbox"/>
CITY, ST, ZIP:		XBITS <input type="checkbox"/>	3-4 DAY <input type="checkbox"/>
PHONE:	FAX:	RASCII <input type="checkbox"/>	2 DAY <input type="checkbox"/>
EMAIL:		LIVENOTE <input type="checkbox"/>	DAILY <input type="checkbox"/>
		ETRANS <input type="checkbox"/>	RUSH <input type="checkbox"/>
REPORTER BILLING: PGS at page rate of \$ = \$			
ATTORNEY:		COPY <input type="checkbox"/>	REGULAR <input type="checkbox"/>
FIRM:		FULL <input type="checkbox"/>	7 DAY <input type="checkbox"/>
ADDRESS:		MINI <input type="checkbox"/>	5-6 DAY <input type="checkbox"/>
CITY, ST, ZIP:		XBITS <input type="checkbox"/>	3-4 DAY <input type="checkbox"/>
PHONE:	FAX:	RASCII <input type="checkbox"/>	2 DAY <input type="checkbox"/>
EMAIL:		DAILY <input type="checkbox"/>	DAILY <input type="checkbox"/>
		ETRANS <input type="checkbox"/>	RUSH <input type="checkbox"/>
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PHONE:	FAX:	RASCII <input type="checkbox"/>	2 DAY <input type="checkbox"/>
EMAIL:		DAILY <input type="checkbox"/>	DAILY <input type="checkbox"/>
		ETRANS <input type="checkbox"/>	RUSH <input type="checkbox"/>
REPORTER BILLING: PGS at page rate of \$ = \$			

CAPITAL PRODUCTION NOTES: