

1 [Attorney Names] OR [Litigant in Pro Per]  
[Attorneys' Business Address] OR [Pro Per Litigant's Address]  
2 [City, ST ZIP Code]  
[phone | fax]  
3 [email]

4 [COURT NAME]

5 [PLAINTIFF'S NAME],

6 Plaintiff,

7 vs.

8 [DEFENDANT'S NAME],

9 Defendant

Case No.: [Number]

NOTICE OF PAYMENT OF TRANSCRIPT COSTS  
FROM THE TRANSCRIPT REIMBURSEMENT  
FUND

10 Notice is hereby given, pursuant to California Business & Professions Code (B&P 8030.6(a)(6)  
11 that the application for payment from the Transcript Reimbursement Fund of the Court Reporters Board of  
12 California, have been approved as follows: [Name of Deposition Agency or Licensed Court Reporter], Invoice No.  
13 [ ] in the amount of \$[ ] (*add additional agencies, invoices and amounts following the first separated*  
14 *by semicolons*). This sum must be refunded by [Name of Attorney or Pro Per Litigant] to the Board from any award  
15 of cost by court order or settlement.

16 Dated this [day] of [Month], [year].

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[Attorney Name] OR [Pro Per Litigant Name]  
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