



**CIRCUIT COURT FOR KENT COUNTY**

Circuit Court for Kent County  
Office of the Court Reporter  
103 N Cross St  
Chestertown, MD 21620  
410-778-7470



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**REQUEST FOR COPY OF AUDIO/CD RECORDING**

**Today's Date:** \_\_\_\_\_

**To:**  
Taylor Strong, Digital Court Reporter  
Circuit Court for Kent County  
103 N. Cross Street,  
Chestertown, Maryland 21620

**CASE NAME:** \_\_\_\_\_

**CASE NO:** \_\_\_\_\_

**DATE (S):** \_\_\_\_\_

**JUDGE:** \_\_\_\_\_

**REQUESTED BY:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

**FORMAT REQUESTED:**      **DIGITAL AUDIO:**       **CD:**

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*Is this request for the purposes of an appeal?*    YES:       NO:

*Are you a party or an attorney representing a party in this case?*    YES:       NO:

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Except for proceedings closed pursuant to law, as otherwise provided by rule, or as ordered by the court, Maryland Rule 16-504 provides in part that upon written request and the payment of reasonable costs, the authorized custodian of an official recording shall make a copy of the audio recording available to any person.

**SIGNATURE OF THE REQUESTOR:** \_\_\_\_\_

**Note:** Only transcripts prepared and certified by the court's approved transcriptionist are deemed official and can be admitted as evidence. Audio recordings are \$20.00 per hearing date. **Payment must be received in full before your order is processed. We accept checks or money orders, made payable to the Kent County Commissioners. We cannot accept cash, debit, credit, or any other forms of payment.**

**THIS IS NOT A TRANSCRIPT REQUEST**