

Request that the costs of transcripts be paid at public expense

- Part 52 Civil Procedure Rules (CPR 52.14) applies.
- This form should be fully completed and returned to the court **together with a copy of your appeal notice**.
- Wherever possible you should provide documentary proof of the information you provide. Failure to do so may delay your application.
- This form does not apply to Employment Tribunals. Use form EX107.

About the case

Case/Claim number or
Appeal number

Date of order you are
appealing/intend to appeal
and name of judge who made
the order

Date	Name of judge
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What part of the proceedings
do you want to be
transcribed?

- Judgment only
 Evidence only
 Entire proceedings

If you have ticked Evidence
or Entire proceedings, please
give reasons for your request.

Have you obtained any
estimate of the costs of
providing a transcript from the
transcribers?

- Yes No

If Yes, please provide a copy
of the estimate

- Copy enclosed

About you

Mr Mrs Miss Ms

Other _____

Last name/family name

Please use BLOCK LETTERS

First name

Please use BLOCK LETTERS

Address

Please include the postcode

Contact telephone number

Relationship status

- Single
 Married/Civil Partnership
 Other _____

Dependants

The people who you look after financially

Give the number of children aged:

Under 11 yrs

16 to 17

11 to 15

18

Others

State who they are and why you look after them financially

Previous applications

Have you made a previous application for transcripts to be paid at public expense on this or any other matter?

Yes No

If Yes, please provide details including court references

Employment status

Employed

Unemployed

Retired

If employed, please state your occupation

If you are employed, give name and address of your employer*

*You should also supply a copy of your last three wage slips and your P60

Property in which you live

In your own property

In rented property

In lodgings

In property that you own jointly with someone else

Other
(please explain below)

Do you or your spouse/partner have an interest in any other property?

Yes No

If Yes, please provide details

About your finances

Your savings

Give total amount for each type of savings you and your partner have.

If you do not have one of the types of savings shown, put 'NIL'.

Bank account (Current)

Premium Bonds

Bank account (Deposit)

Stocks or shares
(or both)

Building Society Account

(1)

National Savings Investments

(2)

Other saving (Give details)

Your usual income

Give the amount you receive each month for each type of income.

If you do not have one of the types of income shown, put 'NIL'.

Add up the amounts and put the sum in the 'Total income each month' box.

Your usual take-home pay	a month	Child Benefit	a month
Your partner's usual take-home pay	a month	Other benefit or income which is	
Income from other people who live with you	a month		a month
Pension(s)			a month
(1) State	a month		a month
(2) Private or Occupational	a month		a month
		Total income each month	

Your usual expenses

Give the amount you pay each month for each type of expense.

If you do not have one of the types of expense shown, put 'NIL'.

Add up the amounts and put the sum in the 'Total expenses each month' box.

Rent or Mortgage	a month	Child care	a month
Council Tax	a month	Travelling expenses	a month
Food and household essentials	a month	Water and Sewerage charges	a month
Maintenance and Child Support	a month	Court fines	a month
Electricity	a month	Outstanding debts	a month
Gas, coal or oil	a month	Clothing	a month
Telephone	a month	Other expenses which are	
TV rent and licence	a month		a month
			a month
			a month
		Total expenses each month	a month

Do you have any debts?

Yes No

If Yes, give name and address of creditor and approximate amount outstanding

Name	Address	Amount

Declaration

I declare that the information I have given is true to the best of my knowledge and belief and I understand that:

- I will be asked to provide documents as evidence to support my statements;
- my request will not proceed if I do not provide the evidence;
- my request will be refused if I have not disclosed any relevant facts in this form.

Signature

Name (please print)

Date

For Court use only

- Application granted as requested
- Application granted in these terms:
- Transcript of evidence only
 - Transcript of judgment only
- Application refused

Signed

Judge

Date