

The State of New Hampshire

ADMINISTRATIVE OFFICE OF THE COURTS

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TO: Attorneys and Litigants

FROM: Donald D. Goodnow, Director

Since September 1, 2008 Rand Reporting & Transcription, LLC has been the exclusive provider of official transcripts of New Hampshire Judicial Branch trial court proceedings. We currently have an agreement with another transcript provider, AVTronics, Inc., d/b/a AVTranz to develop a web-based transcript request, payment, and delivery system that is scheduled to go live March 1, 2012. In the meantime, following discussions with both Rand and AVTranz, we have decided to send all new requests for official judicial branch transcripts to AVTranz.

Attorneys and litigants may send transcript requests to AVTranz by email to Phoenix@Avtranz.com. They may also contact AVTranz by telephone at 1-800-257-0885. AVTranz will request a deposit to cover the work and, on receipt of the deposit, will ask the trial court to send the audio recording and related materials to AVTranz at their Vermont address at AVTranz C/O 340 Wildflower Circle, Williston VT 05495. AVTranz has agreed to follow the same cost schedule and the same procedures as were in place for Rand.

Trial court administrators are rewriting the Transcript Request Procedures to make clear that AVTranz will be doing trial court transcripts from this date forward and to make clear how attorneys, litigants, and court personnel may communicate with AVTranz. Those revised procedures will soon be posted on the New Hampshire Judicial Branch website www.courts.state.nh.us.

Rand continues to work on transcripts which they already have in production. They are using the existing procedures for those transcript projects. Rand has agreed to return to the trial court center those audio recordings it has not begun to transcribe. We are working with Rand's escrow agent to secure return of transcripts deposits on transcript requests that are not yet in production. The requesting party may then make a new transcript request to AVTranz, or not, as they see fit.

Thank you for your cooperation and understanding as we make this transition from Rand to AVTranz. We hope to work through these matters and to soon have an efficient and productive working relationship with AVTranz.