

NOTICE TO THE BAR

SUPREME COURT OF NEW JERSEY

January 11, 2000

Directive # __-00

MEMORANDUM TO: Official Court Reporters and Transcribing Agencies

FROM: Richard J. Williams

SUBJECT: Adoption of 55 Characters Per Line as the New Transcript Standard

In accordance with Rule 2:5-3(e), the Administrative Director of the Courts fixes the standards for preparation of court transcripts. Currently, we have two standards for the number of characters per line of transcript -- 63 characters per line for full page transcripts and 60 characters per line for compressed transcripts. To enhance the readability of all transcripts and to ensure uniformity and consistency, I am hereby setting the standard for full page and compressed transcript lines at 55 characters per line including spaces. This standard is effective immediately. Failure to follow the standard will not, however, be cause for rejection of transcripts filed before March 1, 2000.

Please note that the format of transcripts also must conform to Rule 2:6-10, as relaxed by Supreme Court Order dated January 12, 1999. That Order provides that no more than two transcript pages may be reproduced on a single page and further provides that both sides of a page may be used if the paper meets weight standards prescribed by the rule.

Any questions that you might have regarding the implementation of this directive should be directed to Jeffrey A. Newman, Chief, Reporting and Technical Services, at (609) 292-2644.

/ksf c: Chief Justice Deborah T. Poritz
Hon. Sylvia B. Pressler, P.J.A.D.
Theodore J. Fetter, Dep. Admin. Dir.
Stephen W. Townsend, Supreme Court Clerk
John J. Musewicz, Appellate Division Administrator
Emille R. Cox, Appellate Division Clerk
AOC Directors and Assistant Directors
Jeffrey A. Newman, Chief
Toni M. McLaughlin, Special Assistant
Steven D. Bonville, Special Assistant

NOTICE TO THE BAR

Re: Transcripts in the New Jersey State Courts

In accordance with Rule 2:5-3(e) the Administrative Director of the Courts is authorized to fix the standards for preparation of court transcripts by New Jersey's official court reporters and certified transcribers. Previously, the courts have observed two standards for the number of characters per line for state court transcripts, 63 characters per line for full page transcripts and 60 characters per line for compressed transcripts. To enhance the readability of all transcripts and to ensure uniformity, I have issued the attached directive (Directive #1-00) setting the standard for full page and compressed transcripts at 55 characters per line including spaces. This standard is effective immediately, although it will not be cause for rejection of transcripts filed by an official court reporter or certified transcriber before March 1, 2000.

Please note that the format of transcripts also must conform to Rule 2:6-10, as relaxed by Supreme Court Order dated

January 12, 1999. That Order provides that no more than two transcript pages may be reproduced on a single page and further provides that both sides of a page may be used if the paper meets weight standards prescribed by the rule.

Richard J. Williams
Administrative Director of the Courts

Dated: January 10, 2000

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