



**COURT OF COMMON PLEAS
PROBATE / JUVENILE DIVISION
GEAUGA COUNTY**

TIMOTHY J. GRENDALL – JUDGE

Courthouse Annex, 2nd Floor
231 Main Street, Suite 200
Chardon, Ohio 44024
Voice: 440-279-1830
Fax Probation: 440-285-5025
Fax Court: 440-285-8751

**INFORMATION ON ORDERING A PROBATE/JUVENILE COURT
HEARING TRANSCRIPT**

- Transcripts of proceedings in delinquency, unruly, abuse, neglect and dependency proceedings can only be ordered with prior consent of the court, except when an appeal is filed. A motion must be filed requesting consent from the court.
- When a transcript is ordered in an appeal, the original transcript shall be filed with the court.
- Cost of transcripts are \$3.75 per page for originals, and \$0.15 for copies. Indigent transcripts cost \$3.00 per page.
- Court transcribers will not begin to prepare a transcript until they have received a deposit of one half of the estimated cost of the transcript (the balance is due when the transcript is complete) or this court or the Court of Appeals has approved an indigent transcript.
- To order an indigent transcript from this court, an application must be filed together with an indigency affidavit and supporting financial information. The application and affidavit can be obtained from a Probate/Juvenile Clerk or from the court transcriber. You may be ordered to reimburse the cost of the indigent transcript.
- The court transcriber can be reached by calling Brenda Lange at (440) 487-4691.
- When ordering a transcript, you will be required to complete a Transcript Order form.