



Requests for Information (RFI)

for Stenographic Court Reporters and Transcriptionists

The Fifth Judicial Circuit is currently seeking persons who are certified as Stenographic Court Reporters who are Registered Professional Reporter (RPR) as defined by the National Court Reporters Association, certified with the National Verbatim Reporters Association (NVRA) providing voice-writing services, or certified as a transcriptionist with the American Association of Electronic Reporters and Transcribers (AAERT).

Contractors who are interested in acting as court reporter will be on an “as needed basis.”

Stenographic Court Reporters must be willing to travel to five counties within the Fifth Judicial Circuit which includes: Citrus, Hernando, Lake, Marion, & Sumter Counties.

All Stenographic Court Reporters and Transcriptionists are hired as independent contractors.

Persons interested in working as a contract stenographer or transcriptionist court reporter is on an as-needed basis should submit a resume and the following information:

- A cover letter which includes what stenographic real-time or Computer-Aided Transcription (CAT), voice writing stenography court reporting service or transcription service deliverable your organization will offer.
- If the Stenographic Court Reporters are certified as a Registered Professional Reporter (RPR) as defined by the National Court Reporters Association, certification with providing voice-writing services with the National Verbatim Reporters Association (NVRA), or as certification as a transcriptionist with the American Association of Electronic Reporters and Transcribers (AAERT)
- Staff and/or subcontractors listing
- References
- Your price listing for each service deliverable type.

TO:

Cathryn Martin – Electronic Court Reporting Manager
Hernando County Courthouse
20 North Main Street – Room 351
Brooksville, FL 34601

Phone: (352) 754-4494 or

Cell: (352) 247-9586

cmartin@circuit5.org

For further information regarding the Court Reporter profession, please check out the following links:

<http://www.flcourts.org/resources-and-services/court-reporting.stml>