

PIMA COUNTY CONSOLIDATED JUSTICE COURT
240 North Stone Avenue Tucson, AZ 85701 (520) 724-3171

Ordering Recordings of Proceedings

There are three formats available. CDs are available in WMA Audio or FTR format. MP3 audio is also available through our website for you to access and download. The cost for any requested format is **\$20.00. Payment is required at the time of request. Make check payable to Pima County Consolidated Justice Court or call (520) 724-3171 to pay over the phone.** Should more than one CD be required, we will contact you for additional payment prior to completion of the recording.

A single Windows Media Format CD can hold up to 20 hours of compressed audio. This makes for a cost effective way for private parties and law firms to access the audio recording from your personal computer.

The FTR Format CD offers compressed, 4 channels, audio and is ideal to provide to a transcription company if a written record of proceedings is needed.

You will need to download the latest FREE player from FTR Limited to listen to the 4-channel audio on your PC. Simply go to www.fortherecord.com and click on the icon to download the free player. The player will allow you to review the audio from the proceeding. (User Guides, Quick Reference Cards & Computer based training are also available in the support section of the FTR website). This download is similar to downloading Adobe Acrobat Reader.

AVTranz is a local company capable of providing certified transcriptions of FTR recordings. More information concerning this service can be found on the web at www.AVTRANZ.com or by calling (602) 263-0885 or (800) 257-0885.

MP3 Format is available. It provides you the capability of retrieving audio from our website and can be saved directly to your computer through QuickTime Player, saving you the trip to the Court to retrieve your recording. Due to the audio being posted for public access, this request does require a Judge's authorization prior to being completed. These downloads will remain available on the Court's website for 30 days and then removed.

Please complete the attached form to initiate your request.

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Digital Recording Request

Format Choices

WMA Format Audio

Plays on a computer

FTR Format

Must Download FTR Player

MP3 Format

Posted on Court Website

Requestor Information

Requestor Name: _____

Phone Number: _____ Date of Request: _____

Case Information

Case Name: _____

Case Number: _____

Date of Hearing: _____ Time of Hearing: _____

Courtroom: _____ Judge's Name: _____

Submit request to:

Pima County Consolidated Justice Court

Attn: Judicial Services

240 North Stone Ave

Tucson, AZ 85701

OR: Fax: 724-4404

MP3 Order:

Rules of the Supreme Court of Arizona Rule 123(g)(3) requires authorization by court order to display case records online.

The request for audio to be posted online is GRANTED DENIED

Date

Justice of the Peace

Clerk: _____ Print Name	Payment Made: <input type="checkbox"/> Yes <input type="checkbox"/> No
Received by: _____ Requestor's Signature	Date Received: _____