

Rule 17. Transcript Filing Requirements

Subdivision 1. Transcripts of any part of a district court proceeding prepared at the request of any person other than the presiding judge, and in forma pauperis transcripts ordered by a judge, must be delivered to the requester or the party who applied for the in forma pauperis transcript in electronic format, unless the requester or in forma pauperis party does not have an e-mail address to which the transcript can be delivered or does not have access to e-mail due to circumstances such as incarceration. If the court reporter cannot deliver a transcript to the requester or the in forma pauperis party in an electronic format, the court reporter shall file the transcript with the court administrator after satisfactory financial arrangements have been made with the requester, and for an in forma pauperis transcript ordered by a judge, upon completion. The court reporter shall file with the transcript an affidavit or statement with the court administrator confirming that the requester or in forma pauperis party has represented that they do not have an e-mail address to which the transcript can be delivered electronically or access to an e-mail address due to circumstances such as incarceration. The requester may then obtain one paper copy of the transcript from the court administrator without paying the district court copy fee. The in forma pauperis party may obtain a paper copy of the in forma pauperis transcript without charge.

Subdivision 2. Any court reporter who prepares a transcript of any part of a district court proceeding for purposes other than an appeal, at the request of any person other than the presiding judge, shall file the transcript with the district court administrator no more than 7 days after the date of delivery, unless a different time period to file the transcript is required by another applicable court rule. Any court reporter who prepares an in forma pauperis transcript ordered by a judge, for purposes other than an appeal, shall file the transcript with the district court administrator no more than 7 days after the date of delivery, unless a different time period is required by another applicable court rule. If the court reporter prepares a transcript at the request of the presiding judge, the court reporter shall not file the transcript with the district court administrator unless directed in writing by the presiding judge to do so. Transcripts ordered for an appeal are governed by either Minn. R. Civ. App. P. 110.02 or Minn. R. Crim. P. 28.02, subd. 9.

(Added effective January 1, 2022.)