

IN THE COURT OF COMMON PLEAS OF ALLEGHENY COUNTY, PENNSYLVANIA

v.

Case Number: _____

PETITION FOR WAIVER OF
TRANSCRIPT COSTS

Filed on Behalf of:

Name: _____

Address: _____

Phone: _____

IN THE COURT OF COMMON PLEAS OF ALLEGHENY COUNTY, PENNSYLVANIA

v.

Case Number: _____

PETITION FOR WAIVER OF TRANSCRIPT COSTS

AND NOW, comes the Petitioner, a party in the above captioned case, and respectfully requests this Honorable Court grant Petitioner a waiver of the costs of the transcript in the above-captioned case and in support thereof, avers as follows:

1. Petitioner is the _____ in the above-captioned manner and is requesting a transcript of the following proceeding: _____
_____.
2. The matter in question is under appeal or the transcript is necessary to advance the litigation;
OR
 The matter in question is not under appeal and the transcript is not necessary to advance the litigation but the Petitioner has good cause to request a waiver.
3. Petitioner's financial affairs are set forth in a verified statement, a copy of which is attached to this Petition as Exhibit A. A copy of Transcript Request Form is attached.

WHEREFORE, Petitioner prays this Honorable Court grant a waiver of costs for the transcript.

I verify that the statements made in this Petition are true and correct. I understand that false statements herein are made subject to the penalties of 18 Pa.C.S.A. §4904, relating to unworn falsification to authorities.

Date

Petitioner's signature

v.

Case Number: _____

VERIFIED FINANCIAL STATEMENT

1. I am the Petitioner herein, and because of my financial condition am unable to pay the costs for the requested transcript.

2. I am unable to obtain funds from anyone, including my family and associates, to pay these costs.

3. I represent that the information below relating to my ability to pay the costs is true and correct:

a. Name: _____
Address: _____

b. Employment:

Are you presently employed? () YES () NO

Employer's name: _____

Employer's address: _____

Salary/wages per month: _____

Type of work: _____

If you are presently unemployed, state:

Date of last employment: _____

Salary/wages per month: _____

Type of work: _____

c. Other income within the past twelve months:

Business or profession: _____

Other self-employment: _____

Interest: _____ Dividends: _____

Pension and annuities: _____

Social Security benefits: _____

Support payments: _____

Disability payments: _____

Unemployment compensation and supplemental benefits: _____

Workman's compensation: _____

Public Assistance(DPW): _____

Other: _____

d. Other contributions to household support ()wife ()husband

()Other: _____

If the above checked person is employed, provide name of employer:

Salary/wages per month: _____

Contributions from children: _____

Contributions from parents: _____

Other contributions: _____

e. Property owned: _____

Cash: _____

Checking/Savings account: _____

Certificates of deposit: _____

Real Estate (including home): _____

Motor vehicle: _____ Year and Model: _____

Cost: _____ Amount owed: _____

Stocks and/or bonds: _____

Other: _____

f. Debts and obligations: _____

Mortgage: _____ Rent: _____

Loans: _____

Other: _____

g. Persons dependent upon you for support:

Spouse: (name) _____

Children: (if any) ___ Name: _____ age _____

Other persons: Name: _____

Relationship: _____

4. I understand that I have a continuing obligation to inform the Court of improvement in my financial circumstances which would permit me to pay the costs of the transcript requested.

I understand that this Petition, if granted, shall apply only to the costs of the specific transcript requested herein and not to any other costs or fees, including any costs of other transcripts which I might request in the future.

I acknowledge that I have received the "Instructions for Hearing before Judge", marked Exhibit 1 and attached hereto. I understand that I must comply with all of the instructions contained in Exhibit 1 for any scheduled hearing on this Petition.

I verify that the statements made in this affidavit are true and correct. I understand that false statements herein are made subject to the penalties of 18 Pa.C.S.A. §4904, relating to unsworn falsification to authorities.

Date

Petitioner's signature

INSTRUCTIONS FOR HEARING BEFORE JUDGE

1. You must appear at the date and time that you are scheduled or a Judge will not be able to consider your request.
2. The hearing is only for the Judge to determine whether you qualify for waiver of transcript costs. The Judge will NOT be deciding your case.
3. The Judge will need information on your entire financial situation. Be prepared to answer detailed questions regarding your employment, work history, ability to earn income, assets, dependents, obligations, and your monthly expenses. You must also provide information related to anyone who lives with you. You will need to bring EVIDENCE with you to the hearing of the following:
 - If you or anyone who lives with you in the household are working, you MUST bring with you copies of your paystubs, W-2, or tax return and/or copies of the household member's paystubs, W-2, or tax return,
 - If you or anyone who lives with you in the household are receiving any social security or veteran's benefits, you must bring proof of what you receive and/or proof of what the household member receives,
 - If you or anyone who lives with you in the household are receiving unemployment compensation or worker's compensation, you must bring proof of what you receive and/or proof of what the household member receives,
 - If you or anyone who lives with you in the household is self-employed, you must bring with you proof of your profits and earnings and/or proof of the profits and earnings of the household member,
 - If you or anyone who lives with you in the household receive any income from investments, rental properties, or a settlement, you must bring proof of what you and/or the household member receive,
 - You must bring proof of any other source of income not listed above that you or anyone who lives with you in the household receive(s),
 - You must bring proof of any debts you are claiming and your monthly expenditures.

FAILURE TO PROVIDE THIS INFORMATION AT THE SCHEDULED HEARING MAY RESULT IN THE DENIAL OR RESCHEDULING OF YOUR PETITION. THIS MAY PREVENT OR DELAY YOUR ABILITY TO OBTAIN A WAIVER OF THE TRANSCRIPT COSTS.

Exhibit 1

IN THE COURT OF COMMON PLEAS OF ALLEGHENY COUNTY, PENNSYLVANIA

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ORDER OF COURT

AND NOW, this _____ day of _____, 20____, upon consideration of the foregoing Petition, it is hereby ORDERED that:

() the costs of the Transcript shall be **waived** as the Petitioner qualifies for *in forma pauperis* status or their income is less than 125 percent of the poverty line as defined by the U.S. Department of Health and Human Services (HHS) poverty guidelines for the current year.

() the costs of the Transcript shall be **reduced by one-half** as the Petitioner's income is less than 200 percent of the poverty line as defined by the HHS poverty guidelines for the current year.

() the Petition is denied and the Petitioner must pay the **full costs** of the transcript requested.

Additional:

Petitioner shall notify the Court immediately of any improvement in his or her financial circumstances, which would permit him or her to pay the costs of the transcript.

BY THE COURT:

_____ J.