

ALASKA COURT SYSTEM  
OFFICE OF THE ADMINISTRATIVE DIRECTOR  
ADMINISTRATIVE BULLETIN NO. 31  
Amended October 14, 1998

TO: ALL HOLDERS OF ADMINISTRATIVE BULLETIN SETS:

All Justices	All Supervisors
All Judges	Senior Staff
Area Court Administrators	Court Analyst
Clerk of the Appellate Courts	General Services Manager
Rural Training Assistants	Judicial Services
All Full-Time Clerks of Court	APD Warrants
All Magistrates	
Law Libraries at Anchorage, Fairbanks, Juneau & Ketchikan	

SUBJECT: Transcript Form

Pursuant to Administrative Rule 36(a), the Manual of Transcript Procedures, number TF-410, is adopted as the official form for transcripts. All transcripts filed with the Alaska Court System must be prepared using the transcript format outlined in this manual.

Pursuant to Appellate Rule 210(b)(5), in cases on appeal to the court of appeals or supreme court, the transcriber shall file with the clerk of the trial courts (i) the original and one copy of the transcript; and (ii) an electronic version of the transcript on a 3.5" dos formatted high-density floppy disk. The transcript must be formatted in one of the following: WordPerfect 5.1/5.2 or 6.0, 6.1 7.0, or if WordPerfect is not available, Microsoft Word.

"Unless the transcript is prepared at public expense, the cost of preparing the original transcript, the copy filed with the court and the computer diskette shall be paid by the appellant." Appellate Rule 210(b)(6).

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Date

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Stephanie J. Cole  
Administrative Director

Originally issued as Bulletin No. 86-8, effective February 16, 1987; reissued as Bulletin No. 31 on April 16, 1987; amended January 1, 1993; amended October 29, 1993; amended September 2, 1994.