

**United States Bankruptcy Court
Eastern District of Virginia**

Public Notice

**Transcript Request Procedure Information—New Official Court Transcription Service in
Place Effective December 1, 2019, for the Alexandria Division,
and December 9, 2019, for the Norfolk and Newport News Divisions**

Alexandria, Norfolk and Newport News Divisions

Effective December 1, 2019, in the Alexandria Division, and December 9, 2019, in the Norfolk and Newport News Divisions, orders for transcripts in new and pending cases and proceedings must be placed through eScribers LLC, which will be the official court transcription service, in lieu of Heritage Reporting Corporation, for these divisions. The link to the electronic transcript order form is accessible at: <https://escribers.net/ordertranscript.php?court=VE>. This order form soon will be modified by eScribers LLC for use by all divisions of the Court. To contact eScribers LLC via email or phone:

Email: operations@escribers.net

Phone: 800-257-0885 (ask for Ms. Farias or Ms. Rivera)

IMPORTANT INFORMATION: **PRIOR** to December 1, 2019, in the Alexandria Division, and December 9, 2019, in the Norfolk and Newport News divisions, orders for transcripts still must be placed through Heritage Reporting Corporation, which is the official court transcription service until the above noted dates for these respective divisions. [Click here](#) to be directed to the electronic order form. To contact Heritage Reporting Corporation via email, phone, or FAX: Email: contracts@hrcourtreporters.com. Phone: 202-628-4888. FAX: 202-371-0935.

Richmond Division

In the Richmond Division, orders for transcripts will continue to be placed with eScribers, LLC, which remains the official court transcription service for this division. The link to the electronic transcript order form is accessible at <http://www.escribers.net/ordertranscript.php?court=ve>. To contact eScribers, LLC, via email or phone:

Email: operations@escribers.net

Phone: 800-257-0885 (ask for Ms. Farias or Ms. Rivera)

The link to the electronic transcript order form also is located on each divisional page of the Court's internet web site, in addition to the Transcripts page under the web site's Court Resources Tab.

William C. Redden
Clerk of Court

November 21, 2019