

**DISTRICT COURT OF THE VIRGIN ISLANDS
CLERK'S OFFICE**



Glenda L. Lake, Esquire
Clerk of Court

www.vid.uscourts.gov

NOTICE

**INCREASE TO PER PAGE
TRANSCRIPT FEE RATES
September 1, 2023**

At its September 2022 session, the Judicial Conference approved a significant increase to the maximum per page original and copy transcript fee rates effective October 1, 2023 (see chart below). The increase represents roughly 10 percent in each of the fiscal years 2024 and 2025, or roughly 20 percent overall.

Transcripts ordered prior to the court's adoption of a new fee schedule should be billed at the rates in effect at the time the order was placed with the court reporter.

Should you have any questions or concerns, please contact the Clerk's Office in the Division of St. Thomas and St. John at (340) 774-0640 or Division of St. Croix at (340) 718-1130.

**New Original and Copy Transcript Fee Rates
(Effective October 1, 2024 and October 1, 2025)**

Original Transcript Rates

Transcript Types	Original Rate	Increased Rate Fiscal Year 2024	Increased Rate Fiscal Year 2025
Ordinary Transcript (30-day)	\$3.65	\$4.00	\$4.40
14-Day Transcript	\$4.25	\$4.70	\$5.10
Expedited Transcript (7-day)	\$4.85	\$5.35	\$5.85
3-Day Transcript	\$5.45	\$6.00	\$6.55
Daily Transcript	\$6.05	\$6.70	\$7.30
Hourly Transcript	\$7.25	\$8.00	\$8.70
Realtime Transcript	One feed, \$3.05 per page; two-to-four feeds, \$2.10 per page; five or more feeds, \$1.50 per page.	One Feed, \$3.40; two-to-four feeds, \$2.35; five or more feeds, \$1.65.	One Feed, \$3.70; two-to-four feeds, \$2.55; five or more feeds, \$1.80.

Copy Rates

Transcript Types	First Copy	Increased First Copy Fiscal Year 2024	Increased First Copy Fiscal Year 2025	Add'l Copy	Increased Add'l Copy Fiscal Year 2024	Increased Add'l Copy Fiscal Year 2025
Ordinary Transcript (30-day)	\$.90	\$1.00	\$1.10	\$.60	\$.70	\$.75
14-Day Transcript	\$.90	\$1.00	\$1.10	\$.60	\$.70	\$.75
Expedited Transcript (7-day)	\$.90	\$1.00	\$1.10	\$.60	\$.70	\$.75
3-Day Transcript	\$1.05	\$1.20	\$1.30	\$.75	\$.85	\$.90
Daily Transcript	\$1.20	\$1.35	\$1.45	\$.90	\$1.00	\$1.10
Hourly Transcript	\$1.20	\$1.35	\$1.45	\$.90	\$1.00	\$1.10
Realtime Transcript	n/a	n/a	n/a	n/a	n/a	n/a

For more information, please contact:
 Glenda L. Lake, Esquire
 Clerk of Court
 District Court of the Virgin Islands
 5500 Veteran's Drive, Suite 310
 Charlotte Amalie, U.S. Virgin Islands 00802
 Phone: (340) 774-0640
 Fax: (340) 775-8075
 Email: glenda_lake@vid.uscourts.gov