



A. William Roberts, Jr. & Associates

worldwide case management 24/7

court reporting

234 Seven Farms Drive, Suite 210

Charleston, SC

29492

(843) 722-8414

(800) 743-DEPO

Fax: (866) 390-3376

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- Page Image ASCII of the transcript
 - Normal delivery is within **7 business days**
 - Email finals to awr@scheduledepo.com
 - Include AWR Job # and delivery due date
 - 25 Lines per page
 - Minimum of 50 characters per line
 - Place index at the end of transcript (example of AWR index below)
 - Appearances should begin on page 2
 - Appearance Page: Use Physical Address, not PO Box
 - Title page should have line numbers
 - Do NOT attach an Errata Sheet; only indicate on worksheet if the deponent is going to read and sign
 - Include a parenthetical at the beginning or end of the transcript indicating if the witness waives/does not waive reading and signing
 - Reporter is responsible to find out about reading and signing for AWR cases
 - Please use AWR's footer – **AWR & ASSOCIATES**
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EXPEDITES:

- If not originally scheduled as an expedite and any attorney requests expedited delivery, call AWR immediately to discuss rates and special instructions.
- Please type EXPEDITE in email subject line when sending expedited transcripts.

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- When scheduled: Reporter distributes rough drafts directly to the attorneys as instructed by the scheduling department. Please copy the production department: awr@scheduledepo.com
- When requested at depo: Reporter follows attorney's instructions, distributes rough drafts to them directly, and notifies AWR immediately. Please copy the production department: awr@scheduledepo.com
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(No Information Requested)

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