

Supreme Court Digital Transcription Services

Epiq Singapore Pte. Ltd. (formerly known as DTI Corporation Pte Ltd) is the official provider of transcription services for the Supreme Court of Singapore. Transcripts for proceedings taking place in the Supreme Court can be ordered from the Court. The request form can be downloaded from the Supreme Court website at www.supremecourt.gov.sg.

Charges are based on the number of words contained in the transcript. For ease of reference the pricing set out below indicates the charge per page based on 250 words per page.

TRANSCRIPT TURNAROUND	FEE	APPROX CHARGE
24 hour turnaround	\$0.057 per word	\$14.25 per page
3 working days	\$0.041 per word	\$10.25 per page
5 working days	\$0.034 per word	\$8.50 per page
14 working days	\$0.029 per word	\$7.25 per page
Note:		
The charge per page includes 3 hard copies; one copy for the Judge and two copies for the requesting party/parties.		
All backorder requests will be based on 14 working days and the final due date will be based on the total audio length to be processed.		
Additional Transcript copies		
Additional hard copy	\$1.00 per page or part thereof	
Soft copy in MS Word format (via email or on CD)	\$15.00 per hearing day	
Additional Services		
<u>Audio Duplication</u>		
CD-ROM	\$6.00 per CD	(1 st copy)
	\$5.00 per CD	(additional copy)
DVD	\$18.00 per DVD	(1 st copy)
	\$16.00 per DVD	(additional copy)

Note: All transcripts and audio records are not to be reproduced, copied or transmitted in any form by any means whatsoever, without prior approval of the Singapore Judiciary. The Singapore Judiciary reserves the right to reject any such request for reproduction, copying or transmission without giving reason.

Updated 23 January 2018