

Supreme Court Recording and Transcription Services

Epiq Singapore Pte Ltd is the official provider of recording and transcription services for the Supreme Court of Singapore. Audio recordings and transcripts for proceedings taking place in the Supreme Court can be ordered from the Court.

For transcripts, 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	
<u>AUDIO RECORDING REQUESTS</u>		
Normal Service		
DVD	\$18.00 per DVD	
Premium Service		
(For collection by 9pm on the same day for hearings that end by 5pm)		
DVD	\$18.00 per DVD plus administrative fee of \$100	

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