

District of Columbia Court of Appeals

NOTICE

The D.C. Court of Appeals currently records oral arguments using a digital system, permitting copies to be made to CDs. Persons interested in obtaining a recording of an oral argument may do so by submitting the following:

1) A written request for a copy of the argument, identifying the case name, case number, the date of argument, and type of playback system (i.e., "PC or MAC").

2) A postage-paid, self-addressed envelope of sufficient size to hold a CD, with at least 83 cents postage on it. If the CD will be picked up, please state so in the request and include the name of the person, their phone number and/or their email address. Also, you may fax a pick-up request to (202) 626-8840 - Attn: Mr. Willie Conyers, Records & Courtroom Support Supervisor.

Remember you **must** specify whether the recordings will be played back on a PC or MAC system when submitting your request. **Note:** "PC format will play on compact disk players."
Also, it is not necessary to submit a blank CD

Submit requests for recordings of oral arguments to:

Clerk's Office
D.C. Court of Appeals
Clerk's Office, Historic Courthouse
430 E Streets, N.W., Room 115
Washington, D.C. 20001.

Please allow 5 business days for a request to be processed.

If you have any questions concerning the ordering of oral arguments you may contact Mr. Conyers at (202) 626-8853.

April 2010