

\_\_\_\_\_  
(TRIAL COURT)

Trial Court Case No. \_\_\_\_\_

Court of Appeals  
Case No. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
Plaintiff/Appell \_\_\_\_\_

v.

**PRAECIPE**  
Pursuant to 6th Dist.Loc.App.R. 3(B)

\_\_\_\_\_  
\_\_\_\_\_  
Defendant/Appell \_\_\_\_\_

**TO THE CLERK OF THE TRIAL COURT:**

Please prepare and assemble all of the original papers and exhibits thereto filed in the trial court in this case and a certified copy of the docket and journal entries, pursuant to App.R. 9(A).

YES      NO      This is a criminal appeal of a sentence.

YES      NO      A presentence, psychiatric, or other investigative report was submitted to the court in writing before the sentence was imposed.

If yes to both, pursuant to R.C. 2953.08(F)(1), the clerk is instructed to include in the record of this case **under seal** any presentence, psychiatric, or other investigative report that was submitted to the court in writing before the sentence was imposed.

In addition, the record in this appeal will:

1. Include, in a juvenile bindover case, the trial court record, including the transcript of \_\_\_\_\_ in case Number \_\_\_\_\_.  
(date)

2. Include a complete transcript pursuant to App.R. 9(B).\*

A. List here the dates of all hearings and/or trials to be transcribed.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Include a partial transcript pursuant to App.R. 9(B).\*

a. Enumerate here the segments of the trial and/or hearings to be transcribed pursuant to 6th Dist.Loc.App.R. 3(B). State specifically the trial or hearing dates, the type of hearing and the segments you want transcribed.

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4. Include a statement of evidence or proceedings pursuant to App.R. 9(C) (no report (i.e., record of testimony) made or no transcript available).

5. Include an agreed statement pursuant to App.R. 9(D).

6. Not include a transcript, or other substitute for a transcript.

\_\_\_\_\_  
Name of Attorney or Pro Se Party

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Attorney for \_\_\_\_\_

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\_\_\_\_\_  
Ohio Supreme Court Registration Number

\*If a transcript is to be prepared and included in the record on appeal, counsel for appellant must have the court reporter complete the certification below before filing this praecipe. If the court reporter indicates that it will take longer than 20/40 days to prepare the transcript, you are not relieved of the obligation to file a motion for extension of time to file the record. If the transcript has already been prepared and filed, appellant shall sign the statement under the court reporter's certification.

**TO THE COURT REPORTER:**

Please complete this certification with your best estimates of the length of the transcript and time you will need to prepare it. If the transcript is not prepared within the time limit for filing the record on appeal, the record will be filed without the transcript unless an extension of time is obtained by the party. Your statement that it will take longer than 20/40 days to prepare the transcript does not relieve you of the obligation to contact the party to file a motion for an extension of time to file the record.

**COURT REPORTER'S CERTIFICATION**

The transcript as ordered consists of approximately \_\_\_\_\_ pages. I estimate that \_\_\_\_\_ days will be needed to prepare the transcript for filing.

Date \_\_\_\_\_

\_\_\_\_\_  
Court Reporter's Name (Please Print Name)

\_\_\_\_\_  
Court Reporter's Signature – date signed

\_\_\_\_\_  
(Agency)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Phone Number)

\_\_\_\_\_  
Court Reporter's email address

**FOR THE ATTORNEY**

The transcript has already been prepared and filed.

\_\_\_\_\_  
Signature of appellant's attorney  
(or pro se appellant)