

Transcript Request

1. Complete the [Transcript Order Form](#) and convert/print it to PDF.
2. Log into ECF.

Login

* Required Information

Username *

Password *

Login Clear Cancel

[Need an Account?](#) | [Forgot Your Password?](#) | [Forgot Username?](#)

NOTICE: This is a restricted government website for official PACER use only. Unauthorized entry is prohibited and subject to prosecution under Title 18 of the U.S. Code. All activities and access attempts are logged.

3. Select the appropriate case type, **Civil** or **Criminal**, for which you would like a transcript.

CM ECF **Civil** **Criminal** Query Reports Utilities Search Help Log Out

4. Select **Other Documents** under the Other Filings Category.

Civil Events

Open a Case
[Civil Case](#)

Initial Pleadings, Service, and Sealed Filings
[Complaints and Other Initiating Documents](#)
[Service of Process](#)
[Answers to Complaints or Counter/Cross/3rd Party Claims](#)
[Other Answers](#)

Motions, Related Filings, and Sealed Filings
[Motions](#)
[Supporting Documents and Responses](#)

Other Filings
[Discovery Documents](#)
[Notices](#)
[Trial Documents](#)
[Appeal Documents](#)
[Other Documents](#)
[SEALED & Ex Parte Non-Motion Documents](#)
[MDL Attorney Time](#)

Criminal Events

Motions and Related Filings
[Motions](#)
[Supporting Documents and Responses](#)

Other Filings
[Appeal Documents](#)
[Other Documents](#)
[Discovery Documents](#)
[Waivers](#)
[Service of Process](#)
[Notices](#)
[Trial Documents](#)

5. Enter the **case number** and click **Find Case**. Select the appropriate case and click **Next**. In criminal cases, be sure to select the correct defendant(s).

Other Documents

Civil Case Number

0:15-cv-16

Next Clear

Other Documents

Criminal Case Number

0:15-cr-7-3 [Hide Case List](#)

Select a case:

0:15-cr-00007-DSD-SER USA v. von Schweetz et al

0:15-cr-00007-DSD-SER-2 Taffyta Muttonfudge

0:15-cr-00007-DSD-SER-3 Jubileena Bing-Bing

0:15-cr-00007-DSD-SER-4 Crumbelina DiCaramello

0:15-cr-00007-DSD-SER-5 Rancis Fluggerbutter (closed 10/16/2015)

Next Clear

6. Click **Next**.

Other Documents
0:15-cr-00007-DSD-SER USA v. von Schweetz et al

Next Clear

7. Select **Transcript Request** as the Event and **select the filer**.

Available Events (click to select an event)

- SSA Administrative Record (Supplemental)
- Satisfaction of Judgment
- Settlement Agreement
- Special Master Report
- Statement of Case
- Statement of Redaction
- Status Report
- Stipulation
- Stipulation of Dismissal
- Suggestion of Bankruptcy
- Suggestion of Death
- Supplement
- Transcript Request**
- Transcript Request Change by Attorney
- Transcription/Copy Request (Digital Recording)

Selected Event
Transcript Request

Next Clear

Select the filer.

Select the Party:

- Bing-Bing, Jubileena [pla]
- Fluggerbutter, Rancis [dft]
- Space Invaders [dft]
- Superior Edge, Inc. [dft]
- Willy Wonka Chocolate Factory [dft]

Next Clear New Filer

8. For criminal cases only, confirm the correct defendant(s) have been selected. SKIP this step for civil cases.

9.

Case Selection Confirmation:
In a multi-defendant case, apply this event only to applicable co-defendants:
You selected the case for Defendant(s): **Jubileena Bing-Bing.**

Do you see the correct defendant(s) name displayed in red above?

Yes
 No

Next Clear

10. Read the **Filing Tip** and click **Next**.

11. Select the **type of request** and **click Next**.

Select the type of request:

- Original Transcript Request
- Copy of a Transcript
- Advanced request for **REAL-TIME, HOURLY, OR DAILY** services

Next Clear

Original Transcript Request:

- a. Click **Browse** to attach the completed **Transcript Order Form** as the Main Document and click **Next**.

ECF Filing Tips
Attach the [Transcript Order form](#) as the main document.

Select the PDF document and any attachments.

Main Document
Browse... No file selected.

Attachments	Category	Description
1. Browse... No file selected.		

Next Clear

- b. **ECF Restriction Notice:** This will be filed as a PUBLIC entry and a COURT-ONLY document. Click **Next**.

Other Documents
[0:15-cr-00007-DSD-SER USA v. von Schweetz et al](#)

ECF Restriction Notice:
This will be filed as a PUBLIC entry and a COURT-ONLY document.

All parties will have access to the entry and will be notified. Only the court will have access to the document. The entry will be available on the public docket.

Next Clear

- c. Select the **Minute Entry** for the hearing you are requesting a transcript of.

Select the appropriate event(s) to which your event relates:

- 02/17/2016 [56](#) Minute Entry for proceedings held before Magistrate Judge Hildy Bowbeer: granting [42](#) Motion for Discovery; Motion Hearing held on 2/17/2016 re [42](#) MOTION for Discovery filed by Monsanto Company. (KMM)
- 12/07/2016 [81](#) Minute Entry for proceedings held before Magistrate Judge Hildy Bowbeer: Status Conference held on 12/7/2016. (LEG)

Next Clear

- d. Use the drop down arrow to select the court reporter(s) and click **Next**.

Reporter/Transcriber Name 1: Select at least one Court Reporter

If applicable, select up to two other court reporters.

Reporter/Transcriber Name 2:

Reporter/Transcriber Name 3:

Next Clear

- e. Select the **delivery type** and click **Next**.

Please indicate the requested **delivery type** for this transcript:

- Ordinary 30-Day Transcript
- Expedited 14-Day Transcript
- Expedited 7-Day Transcript
- Expedited 3-Day Transcript
- Expedited Daily Transcript (by 8am following day)
- Expedited Hourly Transcript (within 2 hours)

Next Clear

- f. Click **Next**.

- g. Ensure all information is accurate and click **Next** to finalize the request.

Docket Text: Final Text

TRANSCRIPT REQUEST by Superior Edge, Inc. for a 30-Day Transcript of [81] Status Conference to Court Reporter Jeanne Anderson. (ngattyqc, MND-TEST)

Attention!! Pressing the **NEXT** button on this screen commits this transaction. You will have no further opportunity to modify this transaction if you continue.

Have you redacted?

Source Document Path (for confirmation only):
000 ECF Test Document.pdf pages: 1

Next Clear

- h. A Notice of Electronic Filing screen will appear to confirm the request was successful.

U.S. District Court
U.S. District of Minnesota

Notice of Electronic Filing

The following transaction was entered by ngattyqc, MND-TEST on 4/12/2017 at 11:45 AM CDT and filed on 4/12/2017

Case Name: Superior Edge, Inc. v. Monsanto Company
Case Number: [0:15-cv-00016-JRT-HB](#)
Filed: Superior Edge, Inc.
Document Number: [106](#)

Docket Text:
[TRANSCRIPT REQUEST by Superior Edge, Inc. for a 30-Day Transcript of \[81\] Status Conference to Court Reporter Jeanne Anderson. \(ngattyqc, MND-TEST\)](#)

Copy of a Transcript:

- a. Click **Browse** to attach the completed **Transcript Order Form** as the Main Document and click **Next**.

ECF Filing Tips
Attach the [Transcript Order form](#) as the main document.

Select the PDF document and any attachments.

Main Document
Browse... No file selected.

Attachments	Category	Description
1. Browse... No file selected.		

Next Clear

- b. **ECF Restriction Notice:** This will be filed as a PUBLIC entry and a COURT-ONLY document. Click **Next**.

Other Documents

[0:15-cr-00007-DSD-SER USA v. von Schweetz et al](#)

ECF Restriction Notice:

This will be filed as a **PUBLIC** entry and a **COURT-ONLY** document.

All parties will have access to the entry and will be noticed. Only the court will have access to the document. The entry will be available on the public docket.

Next **Clear**

- c. Select whether or not a transcript has already been filed on the docket and click **Next**.

- The transcript has already been filed in the case.
 Only a Transcript Request has been filed in the case.

Next **Clear**

- i. If the transcript has already been filed, select the desired **transcript** and click **Next**.

Select the appropriate event(s) to which your event relates:

07/28/2016 [13](#) TRANSCRIPT of Motions Hearing held on 7/19/2016 before Judge Richard H. Kyle. (55 pages). Court Reporter: Carla Bebault. For a copy of the transcript, please send a request to transcripts@mnd.uscourts.gov.

- ii. If the transcript has not yet been filed, select the **Minute Entry** for the hearing you are requesting a transcript of and click **Next**.

Select the appropriate event(s) to which your event relates:

02/17/2016 [56](#) Minute Entry for proceedings held before Magistrate Judge Hildy Bowbeer: granting [42](#) Motion for Discovery; Motion Hearing held on 2/17/2016 re [42](#) MOTION for Discovery filed by Monsanto Company. (KMM)

12/07/2016 [81](#) Minute Entry for proceedings held before Magistrate Judge Hildy Bowbeer: Status Conference held on 12/7/2016. (LEG)

Next **Clear**

- d. Use the drop down arrow to select the court reporter(s) and click **Next**.

Reporter/Transcriber Name 1:

If applicable, select up to two other court reporters.

Reporter/Transcriber Name 2:

Reporter/Transcriber Name 3:

Next **Clear**

- e. Click **Next**.

- f. Ensure all information is accurate and click **Next** to finalize the request.

Docket Text: Final Text
TRANSCRIPT REQUEST by Jubileena Bing-Bing to Court Reporter Jeanne Anderson. (ngattyq, MND-TEST)

Attention!! Pressing the NEXT button on this screen commits this transaction. You will have no further opportunity to modify this transaction if you continue.
Have you redacted?

Source Document Path (for confirmation only):
00cr00Test Document.pdf pages: 1

- g. A Notice of Electronic Filing screen will appear to confirm the request was successful.

U.S. District Court
U.S. District of Minnesota

Notice of Electronic Filing

The following transaction was entered by ngattyq, MND-TEST on 12/8/2016 at 3:33 PM CST and filed on 12/8/2016

Case Name: Superior Edge, Inc. v. Monsanto Company
Case Number: [0:15-cv-00016-JRT-HB](#)
Filer: Superior Edge, Inc.
Document Number: [90](#)

Docket Text:
[TRANSCRIPT REQUEST by Superior Edge, Inc. to Court Reporter Jeanne Anderson. \(ngattyq, MND-TEST\)](#)

Advanced Request for Real-time, Hourly, or Daily Services:

- a. Click **Browse** to attach the completed **Transcript Order Form** as the Main Document and click **Next**.

ECF Filing Tips
Attach the [Transcript Order form](#) as the main document.

Select the PDF document and any attachments.

Main Document
 No file selected.

Attachments	Category	Description
1. <input type="button" value="Browse..."/> No file selected.		

- b. **ECF Restriction Notice:** This will be filed as a PUBLIC entry and a COURT-ONLY document. Click **Next**.

Other Documents
[0:15-cr-00007-DSD-SER USA v. von Schweetz et al](#)

ECF Restriction Notice:

This will be filed as a PUBLIC entry and a COURT-ONLY document.

All parties will have access to the entry and will be noticed. Only the court will have access to the document. The entry will be available on the public docket.

- c. Select the **type of advanced service(s)** requested and click **Next**.

Select the type of advanced service(s) requested:

Real-time feed

Expedited Hourly (rough) Transcript (within 2 hours)

Expedited Daily Transcript (by 8am following day)

- d. Use the drop down arrow to select the court reporter(s) and click **Next**.

Reporter/Transcriber Name 1: Select at least one Court Reporter 

If applicable, select up to two other court reporters.

Reporter/Transcriber Name 2:

Reporter/Transcriber Name 3:

- e. Click **Next**.

- f. Ensure all information is accurate and click **Next** to finalize the request.

Docket Text: Final Text

EXPEDITED DAILY TRANSCRIPT SERVICES REQUEST by Superior Edge, Inc. to Court Reporter Jeanne Anderson. (ngattyqc, MND-TEST)

Attention!! Pressing the NEXT button on this screen commits this transaction. You will have no further opportunity to modify this transaction if you continue.

Have you redacted?

Source Document Path (for confirmation only):
000 ECF Test Document.pdf pages: 1

- g. A Notice of Electronic Filing screen will appear to confirm the request was successful.

U.S. District Court
U.S. District of Minnesota

Notice of Electronic Filing

The following transaction was entered by ngattyqc, MND-TEST on 4/12/2017 at 12:13 PM CDT and filed on 4/12/2017

Case Name: Superior Edge, Inc. v. Monsanto Company
Case Number: [0:15-cv-00016-JRT-HB](#)
Filer: Superior Edge, Inc.
Document Number: [107](#)

Docket Text:
EXPEDITED DAILY TRANSCRIPT SERVICES REQUEST by Superior Edge, Inc. to Court Reporter Jeanne Anderson. (ngattyqc, MND-TEST)