

Job Number

Exhibit Submission Form

Print and Fill Out this Page to Submit With Your Exhibits

You can print out a second submission form if you have more than two witnesses in the same case.

1 Indicate Exhibit Type Provided to SmartDepts:

I am providing actual original exhibits.
Please indicate the recipient to whom you would like the originals shipped.

Name: _____

Company: _____

Address 1: _____

Address 2: _____

City _____ State _____ Zip _____

I am providing copies of exhibits - not actual originals.
These will be used as one of the copies for distribution.

2 List Exhibits:

Witness #1 _____

Exhibit Numbers _____

(List exhibits as they are marked on the exhibits page of your transcript. This will ensure proper exhibit linking.)

Witness #2 _____

Exhibit Numbers _____

(List exhibits as they are marked on the exhibits page of your transcript. This will ensure proper exhibit linking.)

3 Send this form along with your exhibits to SmartDepts by one of the following methods:

Fax:	267-336-0239
Ship:	SmartDepts Attention: Exhibits Department 100 South Broad Street Suite 720 Philadelphia, PA 19110

Please Remember:
In order for your job to be processed, this completed form must be submitted with your exhibits.

Thank you!

SmartDepts.com, Production and Repository Services for Court Reporters
For assistance, email us at support@smartdeps.com