

REPORTER'S BIOGRAPHICAL INFORMATION SHEET

COMPLETE ONE PER REPORTER

(See Statement of Work Section C.4 for required qualifications of reporters)

Solicitation Number _____

Date _____

Firm:

Reporter's Name:

(reporter must sign at bottom of page)

NCRA Certificate Tile*, Registration Number & Date Received:

(MUST attach photocopy)

Grantor and city, state, conferred:

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Experience. Begin with most recent experience. List all positions related to performance of court reporting duties. Include all experience in a courtroom setting. Include average number of hours worked per week for each reference. Attach additional sheets as needed.

Name, Address, Phone# of Employer:

Employed From: _____ To: _____

Description of Duties:

Name, Address, Phone# of Employer:

Employed From: _____ To: _____

Description of Duties:

Name, Address, Phone# of Employer:

Employed From: _____ To: _____

Description of Duties:

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*if 'equivalent' certification provided, documentation must be in accordance with Section C.4

By signing below, I certify that the above information is complete and correct, and that I intend to provide services for the above firm under any contract resulting from this solicitation:

Reporter's Signature

Date