



The State Bar Court of California

180 Howard Street, San Francisco, CA 94105

845 South Figueroa Street, Los Angeles, CA 90017

REQUEST FOR INTERPRETER/CART/READER SERVICES

Fill out this form if you or a witness in your case needs an interpreter during a trial or hearing. You must complete a separate form for each witness.

Once completed, email this form directly to the courtroom assigned to the case. Our interpreter services require up to a 48-hour cancellation/modification notice. Please inform the court of any modifications or cancellations as soon as possible, ideally at least 3 court days prior to the hearing.

1. I AM A PARTY IN THE CASE BELOW (check one):

☐ Deputy Trial Counsel

☐ Respondent/Applicant/Petitioner

☐ Counsel

Requestor's Name: _____

Case Name: _____

Venue: ☐ LA ☐ SF

State Bar Court Case No(s): _____

Interpreter Requested for: ☐ Respondent/Petitioner/Applicant ☐ Witness ☐ Expert Witness ☐ Other

Name of Individual Requiring Interpreter: _____

Date(s) and Time(s)

Interpreter Needed: _____

☐ In-Person

☐ Remote

Duration: _____

2. SERVICES REQUESTED

☐ **INTERPRETER** (select language below):

☐ Spanish

☐ Vietnamese

☐ Korean

☐ Mandarin

☐ Cantonese

☐ Hmong

☐ Farsi/Persian

☐ Russian

☐ Tagalog

☐ Arabic

☐ Punjabi

☐ ASL

☐ Other: _____

Include specific dialect, or town of origin,
if you speak an indigenous language: _____

☐ **OTHER SERVICES** (check one item below):

☐ CART

☐ Reader

Duration: _____

Special Notes (For State Bar Court Use Only): _____

(For State Bar Court Use Only)

Request received on: _____

Interpreter requested on: _____

Cancellation date (if any): _____

Interpreter assigned on: _____

Name of Interpreter: _____

Certification No.: _____

REQUEST FORM INSTRUCTIONS – INTERPRETER/CART/READER SERVICES

USE: Use this form to request interpreter services for trials or hearings, and/or CART/READER services for all court proceedings. Complete a separate request form for each individual requiring a service.

NOTE: If requesting interpreter services for purposes of trial or hearing, please refer to Rule 5.101(C)(8) of the Rules of Procedure. If requesting CART/READER services for trial, hearings, or other court proceedings, please refer to Rule 1104(b)(1)(A) of the Rules of Practice.

COMPLETION: This form has check boxes and fillable text fields so you can fill it out on your computer/devices. Alternatively, you can print the form and then type or print with a ballpoint pen. Complete all fields. Do not write in the area labeled “For State Bar Court Use Only.”

SUBMISSION: For services requested for trial, hearing, or status conferences, email the completed form to the assigned judge’s courtroom email address. For services requested for settlement conferences, email the completed form to the settlement judge’s courtroom email address.

CANCELLATION/MODIFICATION POLICY: Our interpreter services require up to a 48-hour cancellation/modification notice. Please inform the court of any modifications or cancellations as soon as possible, ideally at least 3 court days prior to the trial or hearing. For CART services, please inform the court of any cancellations at least 2 court days prior to the court event.

For any questions, please email the assigned courtroom’s email address.