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Reporter Job Sheet

This is a fillable pdf form. Use Acrobat Reader 6.0 or higher to fill, print and fax back, or use Acrobat full version 8.0 or higher to fill, print, save and email back. To download Acrobat 8.0 go to <http://www.adobe.com/products/acrobat/readstep2.html>

Reporting Firm: _____ Reporter : _____

Gore Brothers Job No.: _____ Reporting Firm Job No.: _____

Job Date: _____ Turn-in Date: _____

Job Time: From: _____ To: _____

Read & Sign: Yes No

Send Read & Sign Letter to: Attorney: _____ Witness: _____

Turnaround: Reg Expedite: day(s) ___ Overnight Daily copy

Travel Time: _____ Waiting Time: _____

Original Exhibits Instructions: _____

Witness Name(s)	Video	Med/Tech	# of Pages	Begin time – End time	Exhibit #'s
A					
B					
C					
D					
E					
F					

Attorney(s)	Delivery How?	App Fee	Original (A-F)	Copy (A-F)	Condensed * IPO/IA	Disk Format	Attach Exhibits

* In Place Of regular size copy/ In Addition to regular size copy

Special Instructions:
