

**Office of the District Court Administrator**

**Lycoming County**

**48 West Third Street**

**Williamsport, PA 17701**

**INTERPRETER REQUEST FORM – COURT OF COMMON PLEAS**

*Request for an interpreter should be submitted to the Office of the District Court Administrator not less than fourteen (14) days before the proceeding for which the interpreter is requested.\**

Interpreter services are hereby requested as follows:

Case name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Case No:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Hearing Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Courtroom:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Type of court proceeding: ⃝ Criminal ⃝ Civil ⃝ Juvenile ⃝ Traffic ⃝ Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of person requiring interpreter:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Person needing the interpreter is the: ⃝ Defendant ⃝ Plaintiff ⃝ Witness ⃝ Victim ⃝ Parent

⃝ Child ⃝ Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Language *(choose foreign or deaf and provide requested information):*

⃝ Foreign language spoken: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dialect (if applicable):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

⃝ Deaf/hard of hearing : ⃝ American Sign Language ⃝ other non-ASL type: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

County of Origin: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Region/Province (if known): \_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Requestor’s Name Phone Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Requestor’s Signature Title

**Please return this form to the Office of the District Court Administrator via:**

**email:** [**edgien@lyco.org**](mailto:edgien@lyco.org)

**or fax: 570-327-2293**

\**Request for a* ***sign language interpreter*** *should be submitted at least* ***thirty******(30)*** *days before scheduled hearings or trials.*