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| CASE NAME: | CASE NUMBER: |
|------------|--------------|

**NOTICE DESIGNATING CLERK'S TRANSCRIPT**

You must complete this section if you checked item 1.a. above indicating that you elect to use a clerk's transcript as the record of the documents filed in the trial court.

3. **Required documents.** The clerk will automatically include the following items in the clerk's transcript:
- a. Notice of appeal
  - b. Notice designating record on appeal (*this document*)
  - c. Judgment or order appealed from
  - d. Notice of entry of judgment (*if any*)
  - e. Notice of intention to move for new trial or motion to vacate the judgment, for judgment notwithstanding the verdict, or for reconsideration of an appealed order (*if any*)
  - f. Ruling on one or more of the items listed in e.
  - g. Register of actions or docket

4. **Additional documents.** If you want any documents from the trial court proceeding in addition to the items listed above to be included in the clerk's transcript, you must identify those documents here.

I would like the clerk to include in the transcript the following documents from the trial court proceeding (*You must identify each document you want included by its title and provide the date it was filed, if you know it.*):

| Document Title and Description | Date of Filing |
|--------------------------------|----------------|
|--------------------------------|----------------|

- h.
- i.
- j.

See additional pages

5. **Exhibits to be included in clerk's transcript.** I would like the clerk to include in the transcript the following exhibits that were admitted in evidence, refused, or lodged in the trial court (*for each exhibit, give the exhibit number, such as Plaintiff's #1 or Defendant's A, and a brief description of the exhibit and indicate whether or not the court admitted the exhibit into evidence*):

| Exhibit Number | Description | Admitted (Yes/No) |
|----------------|-------------|-------------------|
|----------------|-------------|-------------------|

- a.
- b.
- c.

See additional pages

6. **Record of administrative proceeding to be transmitted to the reviewing court.** I would like the clerk to transmit to the reviewing court under rule 8.123 the record of the following administrative proceeding that was admitted into evidence, refused, or lodged in the trial court (*give the title and date or dates of the administrative proceeding*):

| Title of Administrative Proceeding | Date or Dates |
|------------------------------------|---------------|
|------------------------------------|---------------|

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| CASE NAME: | CASE NUMBER: |
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**NOTICE DESIGNATING REPORTER'S TRANSCRIPT**

You must complete this section if you checked item 2b(1) above indicating that you elect to use a reporter's transcript as the record of the oral proceedings in the trial court. Please remember that you must pay for the cost of preparing the reporter's transcript.

7.  I request that the reporter(s) provide my copy of the reporter's transcript in computer-readable format. (*Code Civ. Proc.*, § 271; *Cal. Rules of Court*, rule 8.130(f)(4).)
8.  **Proceedings.** I would like the following proceedings in the trial court to be included in the reporter's transcript (*You must identify each proceeding you want included by its date, the department in which it took place, a description of the proceedings—for example the examination of jurors, motions before trial, the taking of testimony, or the giving of jury instructions—and, if you know it, the name of the court reporter who recorded the proceedings.*):

| Date | Department | Full/Partial Day | Description of Proceedings | Reporter's Name |
|------|------------|------------------|----------------------------|-----------------|
|------|------------|------------------|----------------------------|-----------------|

- a.
- b.
- c.
- d.
- e.
- f.
- g.
- h.
- i.
- j.

See additional pages

Date: \_\_\_\_\_

\_\_\_\_\_

(TYPE OR PRINT NAME)

\_\_\_\_\_

(SIGNATURE OF APPELLANT OR ATTORNEY)