Administrative documents

This page is a repository for the documents that the firm uses to administer aspects of its business.

Client-facing documents

Payment

- Credit card authorization form (fillable)
- Credit card authorization form (editable)

Financial

- Transaction trust information (DOCX)
- Transaction trust information (PDF)
- Fees trust instructions (DOCX)
- Fees trust instructions (PDF)

Fee schedules

- Real estate transactions
- Civil litigation fee schedule
- Criminal litigation fee schedule

Professional-facing documents

ID Verification

- Agent verification agreement

Court-facing documents

- Court transcript order form

Send completed court transcript form to: beyondtranscriptions@outlook.com.

- Court of Appeal credit card authorization form

Shipping

- FedEx batch shipping

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