

In the Iowa District Court for _____ County

County where you are filing this Application

Plaintiff/Petitioner

Full name of Plaintiff/Petitioner

vs.

Defendant/Respondent

Full name of Defendant/Respondent

Case no. _____

Application for Written Translation of Court-Related Material and for Appointment of Translator

Iowa Court Rule 47.13(5)

1. Applicant information:

Name: _____ Phone #: (____) _____

Email: _____

2. Applicant is:

- A. [] Attorney for Plaintiff or Petitioner
B. [] Attorney for Defendant or Respondent
C. [] Other: Explain _____

3. Applicant requests a written translation of a:

Check A or B and provide the requested information in that section

A. [] Written document that is: [] typed [] handwritten

(1) The source document is written in (language) _____; it should be translated into (language) _____.

(2) The source document contains a total of _____ words and is _____ pages in length.

Note on the translation of written documents: The State Court Administrator's (SCA) 'Administrative Directive on Court Interpreter/Translator Compensation,' on the Iowa Judicial Branch website, establishes a maximum fee of \$.18 per word for a written Spanish-to-English or English-to-Spanish translation of nontechnical documents. If this application is for a translation of a technical document in any language or a document to be translated to or from a different language, the court should contact the SCA office, which will locate a qualified translator, negotiate a fee, and provide that information to the court. The court will include that fee in the Order on this Application.

(3) Describe the content of the source document:

(4) Does the source document include many technical, medical, engineering, or scientific terms? [] No [] Yes

B. [] Electronic recording that is: [] audio only [] audio/video

(1) Who was involved in the recorded communications? (For example, 1 police officer and 1 witness.)

- (2) The content of the recording includes:
- People who are speaking only (*language*) _____
 - People who are speaking English and (*language*) _____
 - Other: *Explain* _____
- (3) Was an interpreter one of the participants in the recorded communication? No Yes
If Yes: Do you want the translator to evaluate the accuracy of the interpretation?
 No Yes
- (4) What should the written translation include?
- a. A typed transcript of the non-English language communications in English only.
 - b. A typed transcript of what the people said in their non-English language and the English translation of what they said in their own language.
 - c. Other: *Explain* _____
-

(4) The recording to be translated is _____ minutes in length.

Note on written translations of electronically recorded communications: If the court determines the written translation should be approved, the court will contact the SCA office, which will locate a qualified translator and negotiate a fee. The court will include the fee information the SCA office provides in the court's Order on this Application.

4. Proposed translator (*see Iowa Court Rule 47.13(3)*):

Name: _____ Phone #: (____) _____

Email: _____

Qualification(s): Certified by Amer. Translators' Assoc. Class A certified interpreter

Other: *Explain* _____

5. Requested date for delivery of written translation to Applicant: _____, 20 _____

6. **Required:** Explain why an oral or sign interpretation of the document or recording is not sufficient to provide due process:

7. Other Information or instructions:

8. Applicant's Request and Certification: Applicant requests that the court approve a written translation of the court-related material identified in section 3 and appoint a translator to produce the written translation. Applicant certifies, to the best of Applicant's knowledge, that the information provided in this Application is correct.

/s/ _____
Applicant

Telephone number

Law firm (if applicable)

Email address

Mailing address

Additional email address (if applicable)