

TRANSMITTAL OF AGENCY RECORD

TO: Superior Court Clerk Date: _____

(Court Address)

FROM: _____
(Name of Agency)

(Name of Person at Agency)

(Address)

RE: Case Name: _____
Appeal Case Number: _____ CI
Agency Case Number: _____

Pagination of the agency file has been completed. In accordance with Appellate Rule 604(b)(1)(B)(ii) and (iii), the following items are being forwarded to you:

- | | |
|--|---|
| _____ volumes of agency file (a copy) | _____ list of exhibits being forwarded |
| The file is numbered from | (List only those not included in |
| page _____ to _____. | the agency file.) |
| _____ volumes of transcript (original) | _____ envelopes/boxes containing exhibits |
| _____ volumes of depositions (copies) | _____ list of exhibits retained by agency |
| | _____ other: _____ |
| | _____ |

If the court needs any of the exhibits being retained by the agency, the court must contact the following person:

Name: _____
Title: _____
Phone No. _____

Date

Agency Representative

Location: _____